

Curriculum Vitae

Miss. Tanvi Ali

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Career Objectives:

Seeking a challenging and responsible position within a progressive organization where professional experience, exceptional skills, intelligence and ambition will be utilized to their full potential.

Academic Records

Degree/ Certificate	Qualification	Institute	Board	Year of Passing	%
Graduation	B Com(H)	Dyal Singh College(E). (DU)	C.B.C.S	2018	66.8%
12 th	Higher Secondary Examination	D.A.V.Public School, Jasola Vihar	C.B.S.E	2015	88.2%
10 th	Secondary Examination	D.A.V.Public School, Jasola Vihar	C.B.S.E	2013	87.4%

Training / Project undertaken

Name of institute/ Organization	Project title	Duration
IRCON International Ltd	Tally, Tender (on Providing account Related services), SAP(basic knowledge)	1 month

Additional Qualification /Achievement/Certification

- Basic Computer Course.
- Participated in Quiz , singing ,RBI Quiz competition , handwriting Competition, sports competition, Gita contest.
- Awarded for Academic Excellence in High School Examination from Human Welfare Foundation.

Computer Awareness

- M.S.Office
- M.S.Excel
- Power point presentation
- Tally

Seminar/ Workshop Attended

- Data analysis using MS Excel conducted by Lady Shri Ram College.
- Seminar on Group discussion.
- Workshop on Financial analysis and Financial planning.
- Workshop on tax planning and wealth management.
- Workshop on ITR.

Personal Information

Date of Birth : 11th October 1997
Gender : Female
Marital status : Not married
Address : I block house no -2, lane no -1
Sourabh vihar, Jaitpur, Badarpur ND-110044
Language known : English, Hindi , Sanskrit and Bengali
Hobbies : internet surfing, Reading Books , travelling
Major strength : Self Confidence, Honesty and Hard working.

Declaration

I consider myself confident of my ability to work in a team. Given the opportunity, I am confident that I can make a positive and lasting contribution to my esteemed organization.

I do hereby declare that the above information by me is true to the best of my knowledge and belief

(Miss. Tanvi Ali)

Date: