

**ANJALI BUTOLA**

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**CAREER OBJECTIVE:**

To be accomplished professional who can contribution towards the attainment of individual and organization goals within a stipulated time schedule

**ACADEMIC QUALIFICATION:**

- Post graduate **MSW** from IGNOU
- Graduate from Delhi university (Correspondence)
- HSC from **CBSE** in 2010
- SSC from **CBSE** in 2008

**WORK EXPERIENCE:**

- Presently working **YMCA** kalyan puri as a **Computer Visiting Faculty** since October 2012 (2012 to 2013 As a part time and after that to till full time )
- Worked **Nehru Yuva Kendra** , Distt.East Delhi , as a Yuva Parivartan Youth Club President.
- Worked As Lal Bhadur Shastri Institute As a DIT teacher from 15<sup>Th</sup> April 2012 to 15<sup>th</sup> March 2013 (part time )
- Worked As computer Operator in **Datasoft Computer Service** IInd floor parmash Corporative Tower , kakardooma , New Delhi From October 2011 to February 2012
- Worked As team leader in NGO(Jan uphar Foundation), 2<sup>nd</sup> Floor ,Bisanpura ,sector-58 (Near Noyal Corporative Bank ,Opp.C3), Noida (UP)

**TRAINING & CERTIFICATION:**

- Certification in Computer Operator & Programming Assistant (COPA) From HJ Bhabha ITI, Mayur Vihar Phase -1 delhi -91 Duration: August 2010 to July 2011
- Diploma in information Technology from Lal Bahadur Shastri Institue

**ACHIEVMENTS:**

- Won the first prize in high jump(senior) from East Zone ,Delhi at District Level competition in 2008
- Won the first prize in 800 meter sprint (Junior) from Zone ,Delhi at state level competition in 2008
- Won the first prize in high jump (junior) from East Zone ,Delhi at district level competition in 2007

**STRENGTHS:**

- Easily adopt any type of environment
- Keen to learn new thing
- Positive thinking

**Co-Curricular Activities:**

- Survey done in various communities near by kalyanpuri community for finding out people's problems and also motivated them to join YMCA for their bright future.
- Assists various center activities like – Program Management , Awareness Generation Program etc with center's supervisor and Community Organizer.
- Assists various office works related to computer like- letter typing, Maintaining student's registration record.
- Taking special computer classes in summer vacation.

**PERSONAL INFORMATION:**

Father's Name : Shri Madan Singh Butola

Husband's Name : Mr. Girdhar Singh

Date of Birth : 04<sup>th</sup> May 1992

Height : 5'6

Gender : Female

Marital Status : Married

Languages known : Hindi & English

**DECLARATION:**

I hereby declare that the information furnished Above is true to the best of my knowledge

Dated : 14 March, 2018

(ANJALI BUTOLA)