

HARISH CHANDER SHARMA

Address: Khasra No. 10/13/1, A-Block, Gali no.22, Kamalpur, Kamal Vihar, Burari, Delhi-110084 **Contact:** +917210603566 **Email:** harishchandersharma1995@gmail.com

Work Experience:

1. One Year Experience In Data Entry Operator.
2. Presently Enrolled Working in S. Singh & Associates.
Profile: Backend Office.

Education:

B.A. Program School of Open Learning (SOL), University of Delhi
Enrolled in **Final Year**.

12th Standard Govt. Boys Senior Secondary School, Nathu Pura, Delhi

10th Standard Govt. Boys Secondary School, Burari, Delhi

Diploma Course Diploma in Advanced Desktop Publishing (**DADTP**)

Modules: MS Office, Advanced Photoshop, Coral Drop, Pagemaker, Powerpoint

Typing Speed: WPS 35-40

Extra-curricularActivities:

- Active participant in school athletic events
- Languages known: Hindi, English
- Excellent organizational, time-management and teamwork skills

Reference: (Available on request)

- **Prof.** Arup Mitra, (IEG) Institute of Economic Growth, New Delhi.
- **Prof.** Prabhakar Sahu, (IEG) Institute of Economic Growth, New Delhi.
- **Dr.** Amarnath Tripathy, (IEG) Institute of Economic Growth, New Delhi.