

CURRICULUM – VITAE

MOHIT SARASWAT

H. No.- 78,
Bhawani Enclave,basai
Gurgaon (Hr.) 122001



+91 – 8130776164

CAREER OBJECTIVE

Contribute to the goals of the organization through service to the best of my ability, Knowledge and experience while holding the integrity and values of the organization.

WORKING EXPERIENCE

- **Four year experience GROZ PVT LTD as a Computer basic(COMPUTER OPPERATER). Experience time April, 2012 to AUG,2015.**
- **Current working with NTT data last one year as account assistant.**

ACADEMIC QUALIFICATION

- Xth Passed from N.I.O.S Board.
- XIIth Passed from N.I.O.S Board.
- BA Passed sunrise university.

COMPUTER KNOWLEDGE

2 years computer diploma
ms office(word, excel and powerpoint)
tally
photoshop
pagemaker
c
c++
html

COMPETENCES

- ✓ A fast learner
 - ✓ Good communication skills
 - ✓ Multi task performer
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PERSONAL DETAILS

Father's Name	:	Mr. Kedari Lal
Date of Birth	:	10 th Dec.1994
Sex	:	Male
Marital Status	:	Unmarried
Languages Known	:	English, Hindi.
Nationality	:	Indian

DECLARATION

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

Date:

(MOHIT)