

RESUME

PRATIBHA YADAV

4, Bada Power House Near pologround Indore (m.p)

Mobile No.9753311718

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JOB OBJECTIVE

Seeking a challenging and dynamic career in a bright and vibrant workplace.

PERSONAL ASSESSMENT

I look upon myself as a confident, diligent, responsible and interactive person having strong sense of loyalty and solidarity. My creativity and ability to perform well in stressful and tight scheduled conditions empower me to scale new domains.

WORK EXPERIENCE

- As Administrative cum Receptionist Worked in Arucom Electronics Pvt. Ltd.

EDUCATIONAL DETAILS

- 1 Tenth standard from M.P Board.
- 2 Twelfth standard from M.P. Board
- 3 Graduation in MLB Degree College.
- 4 Pursuing MBA in Renaissance University

ACHIEVEMENTS

- Hindi & English Typing.
- Diploma in Computer Application.
- Tally 7.2, 8.1, 9.0, Tally Erp

PERSONAL DETAILS

Sex	: Female
Father's name	: Suresh Yadav
Marital status	: Unmarried
Date of Birth	: 06.05.1996
Leisure Pursuits	: Listening to Music Traveling