

Pankaj Pal

*WZ-32 , 80 Yards , Harijan Colony
Tilak Nagar, New Delhi – 110 018*

Ph.no-9868573494 / 9643718197

Email Id-pankajsatyadev18 @gmail.com

Objective:

To contribute in a creative and challenging environment with my skills and abilities to Endeavour achieve the organization's goals and objectives, and at the same time can be able to enhance and explore my skills and find quality work to prove my innovations.

Academic Qualification:

- 10th passed from CBSE Board.
- 12th passed from NIOS (National School of Open Learning).
- B. COM passed from Swami Vivekananda University (M.P) in 2017.

Experience:

- Worked as an Advisor, Store Manager in Hero Motors for 08 Months.
- Worked Computer Operator in CDG Certification Ltd. for 11 Months.
- Currently Working as Computer / Data Entry Operator in Gill International Ltd., from 01 Nov. 2015 till date.

Other Skills:

- Basic Knowledge of Computer.
- MS Office (Word, Excel) Passed Tally with Excel with `A` Grade.
- Internet Knowledge
- Knowledge of Forms & Formats filling online / offline.

Personal Details:

Father's Name	: Sh. Laxman Singh
Date of Birth	: 02/01/1996
Gender	: Male
Nationality	: Indian
Hobbies	: Music, Reading Books

Declaration:

I hereby declare that the above mentioned details are true to the best of my knowledge.

Date _____

Place _____

(Pankaj Pal)