

KOMAL SANT

FRESHER

PERMANENT ADDRESS:

B2/35. Street no.10
Dashrath Puri
Dabri Palam Road
New Delhi-110045
Ph- 9920724007

PROFESSIONAL SUMMARY:

Seeking a career to utilize my knowledge, personal skills and succeed in an environment of growth and earn a job which provides me job satisfaction along with self development.

EDUCATION: CBSE in the year 2005

Higher Secondary in the year 2007

BA from Delhi University in the year 2012

CORE SKILLS:

- Strong skills in MS Office applications, including PowerPoint, Word and Excel
- High skills in building positive customer relationships
- Excellent ability to work independently with little to no supervision
- Exceptionally good driving record

ADDED SKILLS:

- ✓ Proficiency in English (speaking & written)

- ✓ Amicable personality
- ✓ Highly motivational

WORK EXPERIENCE:

WhatFire

Started working in 2014. Worked as Managing director. Job was to deal in all sorts of fire fighting equipments. Managed a team of 6 people, handled sales, looked after the accounts, grievances of the staff, dealt with wholesalers, manufacturing of the equipments.

ADDITIONAL ACHIEVEMENTS:

- Been part of plays and done professional theatre
- Won first prize in open dance competition.

LANGUAGES KNOWN:

English, Hindi, Punjabi.

PERSONAL INFORMATION: Date of Birth- 24th September, 1988

MARITAL STATUS: Single

INTERESTS: Dance and Badminton.

Komal Sant