

RAJIV KUMAR

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Delhi

SUMMARY

An energetic Back Office Executive with 1 years of experience in the Manufacturing industry. Well versed with the following skills: Back Office Processing.

WORK EXPERIENCE

bhavna enterprise - Jun 2015 to Present
Office Assistant

SEL Manufacturing Company Ltd - Jun 2016 to Jun 2015
Back Office Executive

EDUCATION

Kanpur university - 2017
B.Sc (Full Time)

c.s.j.m.u kanpur university - 2017
B.Sc (Full Time)

CERTIFICATIONS

- DFA 2017

SKILLS

- Sales and Trading
- Back Office Processing

OTHER ACHIEVEMENTS

- diploma in finenecial accouting