

CURRICULUM VITAE

Neeru Jain

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Objective:

Aspiring an experienced position in training and development in an organization that provide me an opportunity to prove myself and polish my skills through challenging tasks and to improve myself as well as for the organization.

Work Profile :

Home tutor at self employed

Description-Educating students from class 1 st to 8 th in private and one to one setting in all subjects.

Well versed with school syllabi and formative and summative evaluation .Also provide training for entrance exams ,Science Olympiad.

Period- Jan 2002- Present

Skill Set:

Tools : MS-Office

Software : Tally, Corel Draw, Quark Express

Qualification:

B.Sc. (Home Science) from Institute of Home Economics ,Delhi in 1977.

Academic Details:

Passed with 60% of marks in B.Sc. (Home Science) from Institute of Home Economics ,Delhi in 1977.

Passed with 60% of marks in +2 Education at Mother's International School in 1975

Passed with 60% of marks in 10th class at Mother's International School in 1973

Certifications:

Certified in Quark Express, Ms-Office, Tally, Adobe Photoshop from Indian Institute of computer science.

Personal Profile:

Name	: Neeru Jain
Date Of Birth	: 19-11-1960
Language Known	: English and Hindi
Nationality	: Indian

Declaration:

I hereby, declare that the information furnished above is true to the best of my knowledge.