

CURRICULUM VITAE (DATA ENTRY OPERATOR)

SONIA

SONIA W/O VISHAL
HOUSE NO. 255,
STREET -12, BLOCK- A,
SWAROOP VIHAR,
NATHU PURA , DELHI
PH 9899568182/ 9999455416
Email:-rajputsonia157@gmail.com

OBJECTIVE:-

Intend to build a career with leading corporate organization which work with hi-tech environment with committed & dedicated people, which will help me to explore myself fully and realize my potential, willing to work as a key player in challenging & creative environment.

STRENGTHS :-

- Hard working and result oriented.
- Think in positively, creatively and conceptually.
- Excellent analytical abilities and good decision making skills.
- Passion for improvement.
- Believe in team work.
- Believe in sudden action.

EDUCATIONAL QUALIFICATION:-

- Passed matriculation from KENDRIYA VIDHYALA RANGE HILLS ESTATE PUNE 71%.
- Passed class 12th from KENDRIYA VIDHYALA NANGAL BHUR 60%

TECHNICAL QUALIFICATION:-

- BCA FROM KANYA MAHAVIDHYALAY KHARKHODA, (MDU)

JOB EXPERIENCE :-

SCHOOL NAME : KALPANA CHAWLA PUBLIC SCHOOL
Designation : DATA ENTRY OPERATOR
Duration : May 2014 to Dec 2015

JOB EXPERIENCE :-

Organization : TAKSHILA PUBLIC SCHOOL
Designation : DATA ENTRY OPERATOR
Duration : DEC 2015 to FEB 2017

PERSONAL PROFILE :

- Father's Name : Sh. Gopi Ram
- Husband name : Vishal Kumar
- Date of Birth : 01 AUG 1991
- Marital Status : Married

What I can offer to your organization

I strongly believe that people are the most valuable assets of an organization and every organization should provide them with ample opportunities to develop and grow, I ascertain you that if given an opportunity, I would be quite committed to the organization.

Date :-

(SONIA)

