

CURRICULUM-VITAE

Jitender

E-139 Om vihar ext.

Mobile no-9069434832

Uttam Nagar Delhi-110059

E-mail-Jitukumar0211@gmail.com

❖ CAREER OBJECTIVE

I am seeking for a platform where I utilize my knowledge, studies & innovative ideas in the order to the enhance knowledge to getting success position in my urge company.

❖ EDUCATIONAL QUALIFICATION

Pursuing B.COM (Hons.) 2nd year

Pursuing ITI of Computer Operator Programming Assistant (COPA)

12th passed from CBSE board with 77%

10th passed from CBSE board with 7.4 CGPA

❖ SKILLS

MS Office- MS word, Excel, Powerpoint

Good typing speed

Knowledge of Internet & E-mail

❖ STRENGTHS

Serious to know something new which has knowledge (general & professional)

Co-operative attitude

Ability to work smoothly in pressure

Easily adaptable new atmosphere

Self-motivated

❖ Personal Details

Name	:-	Jitender
Father's name	:-	Sh. Madan Lal
Date of Birth	:-	02 Nov. 1997
Language known	:-	English, Hindi
Marital status	:-	Unmarried
Religion	:-	Hindu

❖ Declaration:- I hereby declare the above mentioned information is correct the best of my knowledge & I bear the responsibility of the above mentioned particular.

Date-

Jitender

Place-