

Tulsi Dass

ADDRESS:

41/18, Camp Area,
Air Force Station Palam,
Delhi Cantt-110010.

Mobile: 9643557247,8588831589

Email: tarun.nikhil@rediffmail.com

❖ **Objective:-**

A challenging job which give me ample amount of learning and opportunities to grow professionally. And to give the best of self develop a motivated team and add new skill with innovative ideas.

❖ **Professional Experience: -**

FIELD

Data Entry & Mis executive

❖ **Current Experience: -**

Currently working with Datamation Research Services Pvt.Ltd as a computer operator

❖ **Last Experience:-**

Having 2 years experience of computer operator with Airex logistics pvt .ltd since (FEB 2005 to DEC 2007)

Having 7 years experience of computer operator with Quantum logistics pvt .ltd since (June 2008 to till Mar 2015)

❖ **My job responsibility includes:-**

Preparing end of the night reports

Ensure a quality check of data entry and dispatch the shipment to customer and our branches.

Daily verify the soft data and upload the software.

❖ **Academic Qualification**

Pursuing B A from I.G.N.O.U

Completed 10th from N.I.O.S BOARD

Completed 12th from N.I.O.S BOARD

❖ **Technical Qualification:-**

Done Six Month Course D.T.P in Aryavat Training Institute in Sagar Pur

❖ **Computer proficiency:-**

Operating System Ms Office, Internet

❖ **Personal Details:-**

Father's Name : Mr. Bindeshwari Prasad

Date of Birth : 9th Jan, 1987.

Gender : Male

Nationality : Indian

Marital Status : Unmarried

Language Know : Hindi & English

Hobby : Reading & Playing

Date: -

Palace: -New Delhi

(Tulsi Dass)