

RESUME

MANOJ KUMAR

Mob.No:- +916395925818

Permanent Address:-

Vill:- Kumrala

Post:- Gajraula

Dist:-Amroha(U.P.)

PinCode :- 244235

e-mail Address:- manojkumarkumrala1993@gmail.com

Carrier Obeject:-

A dedication that hard working personal aiming to work in growing & dynamic firm where my skill and attention to detail are utilized and to pursue a career in an organization with my Principle, Discipline, Honesty for achieving target. I want to contribute my education skill in an encouraging changing environment

I feels that I could be great assets of the company.

Academic Qualification:-

- I have done Graduation in 2014. From M.J.P.R.U. Bareilly.
- I have done Intermediate in 2011 from U.P. Board Allahabad University.
- I have done High School in 2009 from U.P. Board Allahabad University.

Additional Qualification:-

- **Diploma computer Programming (D.C.P.) from Carrier Infotech Computer Center Gajraula.**

Key skills:- M.S. Office, Tally E.R.P. 9.0 & 7.2, Fox pro, Photoshop, H.T.M.L. Internet .

- **Complete Business Accountant (C.B.A.) IIJT Education Ltd. Amroha.**

Key skills:- Computer Fundamentals, Fundamentals & Advance Accounting, Taxation, Financial Accounting Packages, Accounting for Business Decisions, course in self skills from job skill.

- **Typing Practice.**
Hindi & English typing

Working Experince:- I have 3 years work as store keeper in Al Ameera food stuff LLC.
Sharjha U.A.E.

Key skills:- R.M. & Finish Goods storage in W/H. ,manage goods delivery &car,and Inventory flow up.

Personal Profile:-

- **Name** : **Manoj Kumar**
- **Father's Name** : **Mr. Ramdas Singh**
- **Mother's Name** : **Mrs. Munni Dev**
- **Date of Birth** : **1- Jan. 1993**
- **Sex** : **Male**
- **Marital Status** : **Unmarried**
- **Nationality** : **Indian**
- **Languages Known** : **Hindi & English**

Personal Attitude And Hobbies:-

- **Hardworking**
- **Positive thinking**
- **Self Confident**
- **listening music**

Decleration:-

I hereby declare that the above all information are totally authentic the best of my knowledge.

Place : SHARJAH U.A.E.

[Signature]

Date:

Manoj Kumar