

# FARHAT BANO

## CAREER OBJECTIVE

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills.

## EDUCATION

2011 • MA from Rohilkhand University  
2007 • BA from Rohilkhand University  
2004 • 12th from UP Board  
2002 • 10th from UP Board

## EXPERIENCE

Sep'19 to Till Date	<b>Simrah International School</b> Receptionist And Coordinator
Nov'17 To Sep'19	<b>ICCS India Pvt Ltd.</b> Trainer And Quality Analyst
Oct'11 – May'17	<b>Adecco India Ltd.</b> Customer Service Executive

## SKILLS

Microsoft Office  
Communication Skill  
People Skill  
Typing Speed in English 25 W.P.M