

RESUME

SANJEEV

HOME NO. A-2, GALI NO-1,
JAGAT PURI, EXTN.
SHAHDARA DELHI-110093

Contact No. 7838061595

Email ID : **sanjeev783806@gmail.com**

CARRER OBJECTIVE:

To achieve good position in an organization and also a challenging position, where I can utilize my knowledge and make it benefit in favor of company.

EDUCATIONAL QUALIFICATION:

- 10th Passed From CBSE BOARD.
- 12th Passed From CBSE BOARD.
- B.Com IIIrd Year Perusing from IGNOU.

CERTIFICATION COURSE

- 3 Months Certification course in **Basic Computer** from **FutureWorld Technical Institute.**

OTHER QUALIFICATION

- English Typing speed 45wpm.
- Hindi Typing speed 35wpm.

WORK EXPERIENCE

- One year working experience Hindi And English Typing as Data Entry Operator in **Pahuja Law Academy - Best Coaching For Judiciary in Delhi, India.**
- Six month working experience Hindi And English Typing as Data Entry Operator in **Lakshya Institute.**

PERSONAL DETAILS:

Father's Name	:	Mr.Sanjay Kumar
Date of Birth	:	21.11.1999
Nationality	:	Indian
Language Known	:	English & Hindi
Marital Status	:	Unmarried

Date
Place

(SANJEEV)