

KANCHAN SEN



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kanchan.sen6@gmail.com

@KANCHAN57415184

SKILLS

Ms-excell

PowerPoint

Humun resources

Accounting

Management of office

PERSONAL DETAILS

Date of Birth : 06/03/1990

Marital Status : Single

Nationality : Indian

INTERESTS

Singing

Dancing

Reading books and newspapers

Visiting and net suffering

OBJECTIVE

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

EXPERIENCE

Reliance Telecom

1st February 2014 - 31st August 2015

Data operator

As a data operator and file maintaining I'm really enjoying and complete my work during my job.

MPS memorial public school

1st September 2015 - 31st April 2019

Office admin

I'm office admin in this school my role was there maintaining file, data operator, school management, reporting, salary handle and administration department I'm work there ...

Bank of India

21st September 2020 - Continue

Customer kyc scanning and data operator

My work here is customer kyc scanning and reporting.

Tareeqa global solution

1st August 2020 - 30th October 2020

HR intership

The tareeqa global solution it's gave me a good HR skills and recruiter trainee skill and experience knowledge about for job and really i take HR executive skills and more HR skills



EDUCATION

Sharda vidhya mandir Chandra Mahal

2007

10th mp board Bhopal

57%

Govt. girls higher secondary school

2009

12th mp board Bhopal

58%

Govt. Girls kamla Raja post graduate autonomous college of gwalior

2012

B.com

60%

Govt. girls kamla Raja post graduate autonomous college of gwalior

2014

M.com

60%

ACTIVITIES

Conducted Workshop at tareeqa global solution Pvt.ltd.

I conducted intership at tareeqa global solution Pvt.ltd.

I really activate all time in social media platforms like LinkedIn

LANGUAGE

Hindi

English

Punjabi

Nagaji institute of technology and management from jiwaji

University

2019-2021

Masters of business administration (MBA)

63%

PROJECTS

Case study

Make a good presentation of about the Tata nano car

Case study

Cadbury product

Make a good and interesting presentation and I kept my thoughts about my project.

Presentation

Oppo Mobile phone present a good presentation .

ACHIEVEMENTS & AWARDS

I achieve my task dusting my training in Intership and I received my certificate of recruiter trainee, Human resources, HR skill workshop

ADDITIONAL INFORMATION

I'm certified HR and I'm pursuing my MBA in Nagaji institute of technology and management of gwalior from jiwaji University
I live in gwalior city and gwalior my born and bought place

EVALUATION

Master in commerce

Team leader

Team player

Keep observe and analytic

Strategy maker

With good managerial skill and capabilities of organization.

SOCIAL ENGAGEMENT

LinkedIn

<https://www.linkedin.com/in/kanchan-sen-996b471b0>

Gmail

senkanchan0020@gmail.com

Facebook

kanchan.sen6@gmail.com

Twitte

@KANCHAN57415184

WORKSHOP

I conducted my workshop is HR skill at tareeqa global solution

A handwritten signature in black ink, consisting of a stylized, cursive 'K' followed by a series of loops and a long, sweeping horizontal stroke that extends to the right.

KANCHAN SEN