

Ganesh Saini

AA-12, Netaji Subhash Nagar II

Tonk Road. Jaipur Raj. 302015

Mob. 9799978077

E-mail – ganeshsaini550@gmail.com

PROFILE:

Bachelor of Arts with web designing background and basic hardware in card level. Seeking a challenging full time opportunity to implement what I have learned at College and continue learning under the real world mentors.

ACADEMIC QUALIFICATION

EXAM/ DEGREE	YEAR	NAME OF INSTITUTE	UNIVERSIT/ BOARD	PERCENTAGE
12th Board	2011	S.A.S.S Jaipur	R.B.S.E. (Ajmer)	60%
10th Board	2009	N.P.S Jaipur	R.B.S.E. (Ajmer)	50%
B.A	2014	J.N.U. Jodhpur	J.N.U. Jodhpur	Passed

WORKING EXPERIENCE

- Working as a Data Entry Operator for *National Informatics Centre*, Jaipur Since July 2015
- Worked as a Computer Operator For Department of Women and Child Development Jan 2015- Jun 2015
- Worked as a Group Instructor & Computer Operator For Kamal Ratan I.T.I, Jaipur July 2014 – Jan 2015

SKILLS & ABILITY:

Ability to work with effective and delightful thoughts and can handle unpleasant Customer better.

Operating Systems:

MS OFFICE-(Word, Excel, Power Point, Access), & Internet basic

EXTRA TECHNICAL SKILLS

- *Computer networking & Internet.*
- *Computer concept & Basic.*
- *Positive Attitude & Self Assuring.*
- *Participated at the school level Sports.*

HOBBIES

- *Hobbies : Playing, Listening Music, computer game, internet*

PERSONAL DETAILS:

<i>Date of Birth</i>	<i>: 15-feb-1992</i>
<i>Marital Status</i>	<i>: Single</i>
<i>Nationality</i>	<i>: Indian</i>
<i>Language</i>	<i>: English, Hindi</i>



(Ganesh Saini)