

CURRICULUM VITAE

Ashok Kumar Ram

A-760, GALI NO.-9, JAIPUR EXTN. PART-2
KALINDIKUNJ ROAD, BADARPUR
New Delhi-110044

Contact No. 8586939929
Email: akakumar391@gmail.com

CAREER OBJECTIVE:

Utilize my knowledge and experience to contribute to the organization's growth, through a proactive and creative, which in turn will enable my own development, enhancement of skill leading to my personal growth.

EDUCATIONAL QUALIFICATION:

- GRADUATED (Bachelor of Art) Passed from Lalit Narayan Mithila University Darbhanga (Bihar) - 846004.

TECHNICAL QUALIFICATION

- Computer Operator cum Programming Assistant Course from **PMD Computer Classes**, Beri Bagh, Sarita Vihar, New Delhi-110076
- Type Writing in English & Hindi with Speed 50 WPM & 25 WPM

COMPUTER LETERACY:

6 Months Certificate Course in “**Computer Fundamentals Application**”

- **Operating System** : Windows-95, Internet Surfing
- **Word Processing** : Word Star, MS Word, MS Excel, Powerpoint
- **DBMS** : FoxPro 2.6
- **Bar Tender** : Label Printing & Design 6.00

WORK EXPERIENCE:

- Worked with **Brilliant Zone** as a **Computer Operator & Data Entry Operator** since November 2012 to January 2015
- Working with **International Institute of Financial Markets Ltd.** as a **Computer Operator & Data Entry Operator** since June 2015 to April 2021.

PERSONAL DETAILS:

Father's Name : Late Sh. Munga Lal

Date of Birth : 14th October 1991

Marital Status : Married

Language Known : Hindi and English

Hobbies : Reading Book

DECLARATION:

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility of the above-mentioned particulars.

Place : NEW DELHI

(ASHOK KUMAR RAM)

Date : __/__/__