

# Puja Baviskar

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## **CAREER OBJECTIVE**

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills. Secure a responsible **career** opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company to secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills. Secure a responsible **career** opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

## **TECHNICAL SKILLS**

- Html
- CSS
- PCB Designing
- Computer Literacy (Word, Excel & PPT)
- English Typing – 25-30 wpm
- Presentation
- Java

## **EDUCATIONAL QUALIFICATION**

<u>Qualifications</u>	<u>University</u>	<u>Year</u>	<u>Scores</u>
B.E.	Pune University	2021	7.03
Diploma	Smt. S. Institute of Polytechnic	2017	61.59%
SSC	Pankaj Vidhalaya School	2014	68.80%

## **CERTIFICATION COURSE: BUSINESS CORRESPONDENT– SAMEIP**

- Key Learning : Technical - Sale of Banking Products, KYC Documentation,  
Problem Solving, Planning and Organizing, System Knowledge  
: Soft-skills – Client Management, Working Against Deadlines
- Training Agency : American India Foundation Mumbai,

### **other certification courses**

- ☐ Capgimini Training,
- ☐ IT Training
- ☐ *html*
- ☐ CSS
- ☐ Java

### **STRENGTH**

- ☐ Good Listener
- ☐ Discipline

### **HOBBIES**

- ☐ Cooking
- ☐ New Activity trying it
- ☐ Color Filling
- ☐ Reading

### **PERSONAL DETAILS**

Date of Birth	:	3/6/1998
Type of Disability	:	Locomotor Disability
Disability Percentage	:	LD 71%
Marital Status	:	Single
Language Known	:	English, Hindi, Marathi
Permanent Address	:	58/Borole Nagar-2, Tal-Chopda, Dist. - Jalgaon, Maharashtra, Pin no-425107

### **DECLARATION**

I hereby declare that all the information given above is true to the best of my Knowledge & belief.

**Place:** Jalgaon

**Date:**

***Signature***