

Resume

AKANSHA DAREKAR

akakanshadarekar@gmail.com

7208386470

SUMMARY

Seeking a challenging position in a reputable organization to expand and utilize my learning, skills and knowledge.

CAREER OBJECTIVE

Looking for a challenging role so that I can use my skills and capabilities through sincere dedication and hardwork for successful career.

SKILLS

Ms-CIT :-From Maharashtra State board of Technical education.

Percentage:- 75

Year Of Passing:- 2021

Typing:- From Maharashtra Board

Year of Passing:- 2018

Speed:- 40 WPM

TALLY ERP

Year Of Passing:- 2020

EXPERIENCE

24/01/2022 - 1/11/2022

Organization - 3i infotech pvt.ltd

Designation - Data Entry Operator

Responsibility - To Solve Customer queries

EDUCATION

Degree/Course	Institute Name	University	Percentage	Year Of Passing
12th	Asmita Girls jr collage	Maharashtra Board	54.62%	2020
10th	Mandar vidya high school	CBSC Board	68%50	2018

ACHIEVEMENTS & AWARDS

1.none

STRENGTH

Good Listener, Hard working, enthusiastic

AREA OF INTEREST

To Improve My Skills in a Good firm.

HOBBIES

listening Music

PERSONAL DETAILS

Father's Name	VIJAY
Address	sahyadri Nagar, Quarry Road, Near By Bus Colony, Room No 13 Bhandup (W) Mumbai 400078
Date Of Birth	14/02/2003
Gender	Female
Marital Status	Single
Nationality	Indian
Language	Marathi, Hindi, English

DATE -	SIGNATURE
--------	-----------