

Malek Raiyankhan Hamidbhai

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■ Career Objective

To secure an entry-level position in a reputable organization where I can apply my skills, learn new things, and contribute to the growth of the company with dedication and hard work.

■ Education

- | | |
|-------------------------------|-------------------------------------|
| ➤ BCA - Semester 5 (Pursuing) | LJ College of Computer Applications |
| ➤ 12th Commerce - 2023 | New Education High School |
| ➤ 10th - 2021 | Anand Primary School |

■ Skills

- MS Office (Word, Excel, PowerPoint)
- Computer Basics
- Communication Skills
- Teamwork & Problem Solving
- Typing & Data Entry
- HTML, CSS (Basic Web Development)
- Basic of Python & Django
- Use of AI Tools
- Time Management
- Strong numerical and analytical skills
- Content editing & proofreading

■ Languages

- Hindi
- English
- Gujarati

■ Hobbies

- Learning New Technology
- Listening to Music
- Travelling