

CURRICULUM – VITAE

Monika

ADD: Plot no 56 Kh no 76/1

Gali no-4 A-block Ajit Vihar

Burari Delhi -110084

Mob: 9205487020

CAREER OBJECTIVE:

- To be a part of organization where the management structure recognizes and rewards loyalty, honesty, hard work and ambition of an employee by providing growth opportunities and necessary infrastructure that could contribute to the success of company.

EDUCATIONAL QUALIFICATIONS:

- 10TH Passed from **CBSE BOARD**.
- 12th Passed from **CBSE BOARD**.
- Pursuing B.A.(2nd Year) from **DELHI UNIVERSITY**.

PROFESSIONAL QUALIFICATIONS:

- Basic knowledge of computer application.
- M.S.Word, Excel, Advanced Excel
- Typing

EXPERIENCE:

- ❖ 1 Year experience as a Tutor.
- ❖ 5 Month experience in computer operator.

STRENGTH:

- ❖ Positive Attitude, Honest, Hard work & Punctual.

PERSONAL DETAIL:

Father's Name	:	Mr. Sanjeev Sharma
DOB	:	30/08/2000
Gender	:	Female
Marital Status	:	Unmarried
Nationality	:	Indian
Language Known	:	English, Hindi
Hobbies	:	Listening to Music & Reading Books

DECLARATION:

I do hereby declare that the particulars of information and facts stated here in above are true, correct and complete to the best of my knowledge and belief.

PLACE : DELHI

DATE :

(Monika)

