CURRICULUM-VITAE

JYOTI THAKUR

H.No.107 Naveen Nagar

Ashoka Garden, Bhopal -462022, (M.P)

E-mail:-thakurfivestar@gmail.com

Mobile No. (+91) 8349943387 8965987553

**Career Objective:**

To obtain a position where I can apply my skill & knowledge, thereby continuously growing

and contributing to the objective of the organization.

**Academic Qualification:**

B.Com from Shri Satya Sai Woman College.

Higher secondary from M.P board.

**Professional Qualification:**

**I have successfully completed M.S Office.**

**Work Experience:**

**2 YEARS APPROX WORK EXPERIENCE IN SURE GROUP.**

**2 YEARS WORK EXPERIENCE IN PARAMANCHAL MOTOR PARTS.**

**2 YEARS WORK EXPERIENCE IN CAPITAL BANK FINANCE.**

**Responsibilities:**

Maintain records of client, billing and maintain cash collection ,

Filing and documentation

**Personal Details:**

Name : Jyoti Thakur

Father’ Name : Shri Mangal Singh Thakur

Date of Birth : 12/03/1995

Permanent Address : H.No.107 Naveen Nagar Ashoka Garden,

Bhopal (M.P) 462022

Language known : Hindi / English

**Declaration:**

I hereby declare that the above written particulars are true to the best of my knowledge

and belief.

Date :

Place : Bhopal (jyoti thakur)