**RESUME**

**Sima Swain**

**Contact No**.: +91 8700218815, +91 8527233963

**E-Mail ID**: Simaswain8076525210@gmail.com

**Statement of Purpose:**

To secure a responsible position in the organization where I can maximize and use my Analytical and Technical Skills in the best possible way to achieve the Organizational as well as Personal Goals.

**Educational Qualifications:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Class / Course** | **Name of the Institution / School** | **Percentage of Marks** |
| **School** | Class X  Class XII | National Institute of Open schooling  National Institute of Open Schooling | 45.0%  76.0 % |

**Extracurricular & Sports Activities, Additional Certificates:**

* Actively participated in school level art and crafts & dramas.
* Got Gold Medals for Racings in School.

**Work Experience**

* I have taken internship and certification in retail sector from Big Bazaar.
* 1 year experience in Big Bazaar
* 1 year experience in Reliance Smart bazar Store Operation

**Knowledge of Computers**:-

MS OFFICE

**Hobbies & Interests**:

* Playing Cricket
* Frisbee
* Drawing

**STRENGTHS:**

* Quick learner and Performer
* Good Communication Skills
* Good Theatre Artist

**PERSONAL DETAILS:**

Father’s Name Late Prafulla Kumar Swain

Date of Birth 31/10/2001

Languages Known English & Hindi

Residential Address House no. 60/2 Gali no 3, AmbedkarVihar, Sector-37, Noida, U.P. – 201303

I hereby declare that the above given information is correct and true to the best of my knowledge.

**Sima Swain Date**