

HEMA GARIYA

B.Sc. Statistics



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Jainagar, Rudrapur U.S. Nagar, Uttarakhand

09-06-1997

Unmarried

PROFILE

I am graduated in Statistics, hence good with data and numbers. Also, I am great in communication as well, which gives me more chances to build better relationships with people, formal as well as informal.

STRENGTH

- Pressure Handling
- Public Speaking
- Negotiation Skills
- Curiosity
- Flexibility
- Quick Learner
- Convincing Skills

EXPERIENCES

- Alaska Residence, Rudrapur (2016) - **1 Year** - Receptionist/Record Keeping
- Akansha Automobiles, Rudrapur (2017)- **1 Year** - Back Office Executive (Sales Supporter)
- Vestige Company Pvt. Ltd., Rudrapur (2019) - **1 Year** - Billing
- Shri Ram Finance Company Ltd., Rudrapur (2020) - **6 Months** - Insurance / Loan
- CSC Centre, Rudrapur (2022)-**Current** - **7 Months** - Excel/Data Entry

EDUCATION

HOBBIESTS

- Dance
- Singing
- Watching Movies
- Listening Stories

GRADUATION

Kumaun University, Nainital, Uttarakhand
2018

SECONDARY SCHOOL

Shri Guru Nanak, G.I.C, Rudrapur, Uttarakhand
2015

HIGH SCHOOL

Shri Guru Nanak, G.I.C, Rudrapur, Uttarakhand
2013