

# **RESUME**

**Saroj Kumar Patra**

**DATE OF BIRTH: 28/02/2003**

*Contact Address:*

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Address: At: Mahammadpur

PO: Piripur, PS: Bhandaripokhari,

Dist.: Bhadrak, Odisha: 756112



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## **Objective:**

To work for an organization which provides me the opportunity to improve my skills and knowledge to growth along with the organization objective.

## **Education:**

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<b>Course</b>	:	BCOM-Accounting
<b>Institute</b>	:	BHADRAK AUTONOMOUS COLLEGE, BHADRAK
<b>Board</b>	:	FAKIR MOHAN UNIVERSITY, ODISHA
<b>Session</b>	:	2020-2023
<b>Grade (Percentage)</b>	:	62.86%

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<b>Course</b>	:	12 <sup>th</sup> -Commerce
<b>Institute</b>	:	SHANTI INSTITUTE OF MANAGEMENT AND STUDIES, CUTTACK
<b>Board</b>	:	COUNCIL OF HIGHER SECONDARY EDUCATION, ODISHA
<b>Session</b>	:	2018-2020
<b>Grade (percentage)</b>	:	64.5%

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<b>Course</b>	:	MARICULATION
<b>Institute</b>	:	GPU BIDYAPITHA, MANJURI ROAD
<b>Board</b>	:	HIGHER SECONDARY EDUCATION, CUTTACK, ODISHA
<b>Session</b>	:	2018
<b>Percentage</b>	:	68.33%

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## **Computer Literacy:**

Office Applications (MS Word, MS Excel, MS PowerPoint,)

**Language Proficiency:**

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Good command over English, Hindi and Odia

**Strengths:**

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- ❖ Highly motivated and eager to learn new things.
- ❖ Strong motivational and leadership skills.
- ❖ Ability to produce best result in pressure situation.
- ❖ Excellent communication skills and verbal both.
- ❖ Ability to work as individual as well as in group.

**Declaration:**

I here by confirm that the information furnished above is true to the best of my knowledge and belief.

**PLACE:**

**DATE**  
**( SAROJ KUMAR PATRA)**