

RESUME

SRIYA SANGEETA SWAIN

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Permanent address:

At – Bhalibadi Pallahat Khordha

Po – Pallahat Khordha

Dist – Khordha

Pin code -752056



CAREER OBJECTIVE:

Looking for a suitable and dynamic career break to prove myself in competitive environment, I will ensure that new tasks/skills are learned and applied assertively and creatively, resulting in assured productivity of a superior quality. To work in a progressive organization, that gives me scope to apply my knowledge and skill. Also be a member of a team that dynamically works towards success and growth of the organization. To prove myself, dedicatedly, worth full and energetic to the assignment given to me.

EDUCATIONAL QUALIFICATIONS:

- Passed 10th Board with 1st division 2018
From Chilkarani English Medium School, Balugaon, Khordha (*affiliated to CBSE*)
- Passed 12th Board with 1st division 2020
From Pranath Higher Secondary School, Khordha
- Bachelor Of Commerce (BCOM) With First Class Honours 2023
From Pranath Autonomous College, Khordha

Work Experience:

Fresher

TECHNICAL SKILLS:

PGDCA From Kalinga Bikash Computer, Khordha(Regd. By Govt. of Odisha)

POINTS FOR SELF:

- Self motivated with a positive attitude.
- The ability to work in a team.
- Adaptive to any kind of work.
- Honest and hard work towards my job.
- Punctual

PERSONAL PROFILE:

Father Name : Satyabrata Swain

Date Of Birth : 9th July 2002

Sex : Female

Marital Status : Unmarried

Religion : Hinduism

Nationality : Indian

Language Known : English ,Hindi , Odia

DECLARATION:

I hereby declare that all the information which has been prescribed on the resume are true and correct thought the best of my knowledge and belief.

Place – khordha

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