**RESUME**

**RIKA PRADHAN**

D/O- SAPTAINDHU PRADHAN

AT - LADERPALI (GANESH NAGAR )

PO – RENGALI CAMP

PS – ATTABIRA

DIST – BARGARH – 768027

MOB – 7077741308

E-MAIL – [rikapradhan01@gmail.com](mailto:rikapradhan01@gmail.com)

**CAREER OBJECTIVES**

To be associated with an organization in which I can contribute my skills and it would be helpful for fulfilling my goals as to achieve the organizational goals.

**PROFILE**

I am very dedicated and responsible in my work by nature I am positive, optimistic and friendly to others. I am a self-confident and self motivated person at my work and always concerning towards a good personality as well as humanity.

**EDUCATION**

* 10TH Passed under BSE, Odisha from LARAMBHA HIGH SCHOOL,LARAMBHA in the year 2011 with 60.5 %.
* +2 Science under CHSE, Odisha from ATTABIRA JUNIOR COLLEGE in the year 2013 with 48.3%.
* +3 Science passed out from LARAMBHA COLLEGE with PCM pass in the year 2016 with 43.1%.
* Post Graduation Diploma in Computer Application from I TECH in the year 2017 with grade 71.65%.

**Office Software :-**

* MS Office ( Ms- Word, Ms- Excel, Ms-PowerPoint, Photoshop )

**Some Work Experience :-**

* I was working in I TECH Computer Center asComputer Lab Assistant,data entry operator in SM TRAVELS

**SKILL AND STRENGTH**

* Ability to work in a high energy environment.
* A desire to work in a team based environment and contributes as a team player.
* Ability to take ownership of assigned task.

**PERSONAL DETAILS –**

NAME : RIKA PRADHAN

FATHER’S NAME : SAPTASINDHU PRADHAN

GENDER : FEMALE

DATE OF BIRTH : 17/04/1996

PERMENENT ADDRESS : AT - LADERPALI (GANESH NAGAR )

PO – RENGALI CAMP

PS – ATTABIRA

DIST – BARGARH

PIN– 768027

LANGUEGE KNOW : ENGLISH, HINDI & ODIA

MARITIAL STATUS : SINGLE

NATIONALITY : INDIAN

RELIGION : HINDU

STRENGTH STATUS : POSITIVE THINKING, SELF CONFIDENCE

HOBBY : READING BOOKS, LISTENING TO MUSIC

**DECLARATION –**

I do hereby declare that the above information furnished is true to the best of my knowledge and belief.

Place :

Date : RIKA PRADHAN