
Swagatika Biswal

📍 Gopinathpur, Bhubaneswar, 751002-Odisha 📞 +91 7750854038 ✉ swagatikabiswal227@gmail.com

Objective:	A passionate arts student aiming to apply creative and communication skills in a professional setting. Eager to contribute to projects, collaborate with teams, and enhance my abilities for mutual growth and success.		
Education	Odisha State Open University , Sambalpur		
	ODIA		2022-2024
	6.38		Master of Arts
	Gadibrahma women's College, Jagatsinghpur		
Skills	ODIA		2018-2021
	6.61		Bachelors of Arts
	Shree Shree Maulabhanaja mahavidyalaya , Gangada Arts		
	54%		2016-2018
Certifications			Intermediate Arts (XII th)
	Sri Jagannatha High School, Garoi, Jagatsinghpur		2013-2016
	52.5%		Matriculation
	PGDCA		
Experience	● ● ● ● ● ○		
	MS WORD, MS EXCEL, INTERNET, PHOTO PAINT, POWER POINT, VISUAL FOXPRO, FUNDA MENTAL OF COMPUTER, MS. DOS WINDOW		
	TALLY		
	● ● ● ● ● ○		
Experience	TALLY ERP, Computer fundamental		
	TALLY		JULY 2021-SEP 2021
	Alka Institute of Information Technology , Jagatsinghpur		
Experience	● Fundamentals of Computers		
	● TALLY ERP		
	● Management & Accounting		
	PGDCA		
Experience			Aug 2020 - Aug 2021
	Alka Institute of Information Technology , Jagatsinghpur Expertise in MS DOS Windows Internet.		
	C+ , C++		
	MS Word, MS Excel , PowerPoint , Access Visual Foxpro .		
Experience	Knowledge in Photo Paint		
	Laxmi Infra Venture Pvt Ltd.		May 2025 - Present

Languages

English



Odia



Hindi

