**BIO DATA**

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**KALIZA PATHAK**

Phone No: 7670003646/9706143636

Email:kalizapathak007@gmail.com

**OBJECTIVE**

Seeking a position to utilize my skills and abilities in the industry related to that offers growth while being resourceful, innovative and flexible.

**PERSONAL DETAILS**

Permanent Address: Japarigog, Krishna Nagar, Sri Krishna Path, House no 3

Father Name: Kamaleswar Pathak

Date of Birth: 16 Nov 1989

Marital Status: Married

Nationality: Indian

Religion: Hinduism

Language: Assamese, Hindi, English

**QUALIFICATION**

BBA passed from NERIM in 2013.

HS Passed from Gurukul Grammer Senior Secondary School in 2009.

HSLC Passed from Purvanchal Vidyapeeth in 2007.

**OTHER QUALIFICATION**

6 month Diploma in Computer.

* Ms-Word
* Ms-Excel
* PowerPoint
* Page maker

**WORK EXPERIENCE**

* Worked at Gitanjali Printing Press as a Computer Operator from 5th JANUARY 2013 to 30th DECEMBER 2014.
* Worked as a MIS Executive in DOWN TOWN HOSPITAL from 18th APRIL 2016 to 5th JUNE 2017.
* Working as a Marketing Executive in Guwahati Eye Hospital from 16th AUGUST 2017 to 10th July 2018.
* Working as a Territory Head (Marketing dept) in Diagno labs from 22nd April 2019 to till date.

**STRENGTH**

Hard working, Honesty, Punctual.

**DECLARATION**

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

PLACE: Guwahati

Date: 03/09/2019 KALIZA PATHAK