***RESUME***

***AFREEN JAHAN*** *H.No.62 Ekta Chock*

*Barkhedi Bhopal(M.P).*

*Mobile No.:- 7898450747,8435148480*

*E Mail ID: afreen\_jahan@yahoo.co.in*

*Ambition:* *To achieve a position in growing organization that challenges my skills*

*& utilize my abilities in field of computers.*

*Profiles:* *\* I am self motivated,energetic and planned working person.*

* *Believe that hard work and dedicated effort lead to Achievement of of any goal.*

***EDUCATIONAL QUALIFICATION****:-*

|  |  |  |  |
| --- | --- | --- | --- |
| ***Class*** | ***Board/University*** | ***Year*** | ***Division*** |
| *PGDCA* | *Makhanlal University* | *2006* | *1st* |
|  |  |  |  |
| *M.Com Final* | *Barkatullah Univ. Bhopal* | *2003* | *2nd* |
|  |  |  |  |
| *B.Com Final* | *Barkatullah Univ. Bhopal* | *2001* | *2nd* |
|  |  |  |  |
| *Higher Secondary* | *M.P. Board* | *1998* | *1st* |
|  |  |  |  |
| *High School* | *M.P. Board* | *1996* | *2nd* |
|  |  |  |  |

***OTHER QUALIFICATION :-***

* ***Diploma in Tally. erp 9.0 from Ambition Academy Jehangirabad.***
* ***Hindi Typing.***

***WORKING EXPERIENCE:****-*

*One Year Exp. Data Entry Operator in e-Hospital Project.*

* + 1. *3 Year Experience as a Teacher in school*
  1. *5 Month Experience as a Signature Scanner in Allahabad Bank.*

1. *5 Year Experience as a Computer Operator & All Official Work in Beacon Electricals, Bhopal.*

|  |  |
| --- | --- |
| ***PERSONAL DETAILS:-*** |  |
| *Father Name* | *:-* |
| *Date of Birth* | *:-* |
| *Nationality* | *:-* |
| *Marital Status* | *:-* |
| *Gender* | *:-* |
| *Languages* | *:-* |
| *Address* | *:-* |
| *Mobile No.* | *:-* |
| *Email id* | *:-* |

*Mr.Mohd. Muneer Mansoori 02/01/1980*

*Indian Unmarried Female*

*Hindi & English.*

*H.no.62 Ekta Chock Barkhedi Bhopal (M.P)462008.*

*7898450747, 8435148480 afreen\_jahan@yahoo.co.in*

*I here by declare that the above written particulars are true to best of my knowledge and belief.*

*Place:- Bhopal.*

*Date:-* ***Afreen Jahan***