RESUME

**sumedha kalp-taru**

Mobile no : - 7254097101

Email :- sumedhakalptaru@gmail.com

Address : -side 5,sail city H.E.C colony,ranchi. Pincode- 834003

**Careerobjectives**

* To see my self-working in a term where I would see myself in

a stable platform.

**Qualificationdetails**

|  |  |  |  |
| --- | --- | --- | --- |
| **Qualification** | **Passing Year** | **Percentages** | **Board/university** |
| Matriculation | 2009 | 68% | Bihar Board |
| I.com | 2011 | 67% | N.I.O.S |
| B.Com | 2015 | 55% | SUNBEAM WOMEN COLLAGE,VARANASI |

**Experience**

* 3 month Experience in Tally ICA.

**profssionalqulification**

* I am pursuing CIA+ Course from ICA( The Institute of Computer Account)
* In this Course I have Completed :-
  + MS-Office 2013
  + Accounts (F.O.A)
  + Knowledge of Internet
  + Tally ERP-9 \*
  + SAP

**Personaldetails**

Name : **SUMEDHA KALP-TARU**

Father Name : MEDHAVI KALP-TARU

Date of Birth : 02-07-1994

Sex : FEMALE

Religion : Hindu

Nationality : Indian

Language Known : Hindi, English.

**Declaration**

* I hereby declare that the above written particulars are true to the best of my knowledge and brief.

Place: Ranchi Signature

Date: ………………………………………………………………