**Kunika Hardiya**

Mob No:- 8959889727

Email id: -[kunikahardiya@gmail.com](mailto:kunikahardiya@gmail.com)

Address: -Khandwa Road, Indore

**Professional Objective:**

To create my own identity as a successful professional, work in challenging and dynamic environment, to keep adding value to myself and simultaneously contribute to the growth and success of organization.

Serve organization with all my capabilities, communication skill, hard work self-motivated& result oriented with zeal to move forward.

**Education Qualification:**

* Passed B.com by DAVV.
* Passed XII by M.P. Board.
* Passed X by M.P. Board.
* M.B.A Running by DAVV

**Technical Skills:**

* DCA
* Windows 7,8& Internet

### Experience:.

### 4 Year Experience in Dhanshree Agency as a Assistant Accountant

### Key Responsibilities:

### Handling day to day Cash and Cheque Brokerag

### Handling personal accounting of company and director

### Handling all Back Office work

**Personal Profile:**

Father’s Name : Anil Hardiya

Date of Birth : 26 March 1994

Marital Status : Single

Sex : Female

Languages Known :Hindi, English

Nationality : Indian

Hobbies : Listening Music

**Strengths:**

* Strong analytical understanding skill and communication skill.
* Positive Attitudes.
* Ability to learn new thing.
* Co-operative, Team player with the ability to
* Workeffectively and efficiently as part of a team.

**VerificationStatement:**

Iverifythat the information contained within this CurriculumVita is trueand correct.

**Date : - (Kunika hardiya)**