

SHIVAM

Quick learner, Innovator, communicative

H/N 276, street no.1/14 Gadi
harsaru gurugram.

8851703161

shivamazad271@gmail.com

PERSONAL DETAILS

Father's name - Mr Subhash Chander.
Mother's name- Mrs Sheela Devi.
DOB. - 20/03/2000.
Marital status - unmarried.
Experience.
Permanent address - B-16 Kotla village Mayur vihar phase 1 Delhi 91.
Current address - H/N-276 S/N-1/14 Ganpati Nagar gadi harsaru
gurugram-122505.
CONTACT DETAILS - 8851703161.
EMAIL ADDRESS - shivamazad271@gmail.com

EDUCATION

DEGREE/GRADE	INSTITUTION	SCORE
B.com(prog.)	SRI AUROBINDO COLLEGE (M), Delhi University	64.91 percentage (2020)
Senior secondary (Commerce)	CBSE(DELHI)	65.83 percentage (2017)
Higher secondary	CBSE(DELHI)	62.7 percentage (2015)

PROJECTS

MINI PROJECT

Survey on Tax saving instruments

- Survey on the topic of tax saving instruments I had done in the Income tax subject, in this survey we had collected many data from various individuals about their opinion and thinking on tax saving instruments.

EXPERIENCE

CURRENT ORGANISATION

- From Jan 2022, Work as Senior Executive Operation in TATA 1MG in startek.
- Job description deals with customer medicine order and backend procedure.
- Current ctc 2,81,000 annually.

Last organization

- Works as customer support officer in indiabulls dhani loans and services from february 2021 to December 2021
- Job description entertain customer, sales profile regarding loans

SKILLS

- Good knowledge of computer ms office.
- Basic knowledge of Tally ERP 9.
- Basic knowledge of ITR(Income tax return) filing.
- Basic knowledge of HTML(Hypertext markup language)

Certificate

- Certification of participation in many college webinar like. Demystifying mutual funds landscape, Fitness A to Y (yoga and aerobic).

- and credit card and DV process.
• salary ₹2,56,000 annually.

Additional section

Hobbies are. Content writing, watching movies, cooking

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