

Hardika Kohli

A highly organized and hardworking individual looking for a responsible position to gain practical experience. To make use of my people skills, and to achieve goals of a company that focus on customer satisfaction and customer experience.

Contact

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Hobbies

Reading books
Listening songs

Address

Uttam Nagar, New Delhi-
110059

Personal Details

Date of birth – 14-9-2001
Languages known –
English, Hindi
Marital Status – Single
Nationality – Indian

EDUCATION

Pursuing Bachelor
of Arts (English
Hons) from Delhi
University –
Correspondence
High School – CBSE
board
Senior Secondary –
CBSE board

Skills

Basic knowledge of
computer.
Good knowledge of
Stenography.

Experience

Working at Vocis
Llc pvt limited as
Account receivable

Strengths

Active learner.
Good verbal
communication.
Hard working &
honest.

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