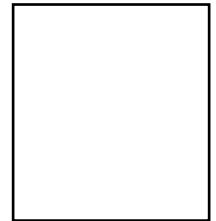


TYPE YOUR NAME



Career Objective

To pursue a dynamic and challenging career with positive attitude therefore fulfilling the organization reput at my best. Also to explore myself by utilizing my talent and knowledge.

Personal Information



TYPE YOUR ADDRESS HERE



Your no *****220



Youremail@gmail.com

Skills

★★★★★
Communication Skills

★★★★★
Computer Skills

★★★★★
Interpersonal Skills

★★★★★
Active Listening Skills

Languages

★★★★★
English

★★★★★
Hindi

★★★★☆
Bengali

Courses

PGDCA, Institute of Industrial and Information Technology (IIIT)

Silchar

Completed the Post Graduate Diploma Course in Computer Application On basics of MS Word, MS Excel, MS PowerPoint, MS Access ,DBMS, Run SQL, HTML, Java Scripts etc.

Tally ERP9, Institute of Industrial and Information Technology (IIIT)

Silchar

Understands the concepts of Tally and GST

Education

Class 10th, Type Your school name

Class 12th, Type Your college name

Graduation, Type your college name

References

In this action you can add your relevant references