

Resume

Name: Sushma Rajbhar

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Mobile: 7980072723/9330074873

Career Objective

My objective is to establish myself as a successful employee. I am a quick learner. I want to work hard and always towards the growth of company. I will utilize my knowledge and skill towards the progress of the company.

Academic Qualification

Name of Exam	Board/University	Year of Passing	Percentage
Graduation (B.A)	I.G.N.O.U	Appearing	---
H.S	W.B.C.H.S.E	2021	58.8
Madhyamik	W.B.B.S.E	2019	40.00

Professional Qualification

I have done **Domestic Data Entry Operator** course from PMKK Hindmotor under ICA.

Computer Proficiency

I know the basics of computer. Specially MS Word, MS Excel, Power Point, Internet Browsing and Mailings.

Personal Details

- ❖ Name : Sushma Rajbhar
- ❖ Father's Name : Munna Rajbhar
- ❖ Address : 117, New Mahesh, Serampore, Hooghly, 712203, WB.
- ❖ D.O.B : 24/07/2002
- ❖ Nationality : Indian
- ❖ Religion : Hinduism
- ❖ Language Known : Hindi, Bengali, English
- ❖ Hobbies : Travelling, Drawing.

Declaration

I hereby declare that above info given by me is correct on behalf of my best knowledge.

Date:

Place:

Signature