

SHIVANI DEVI

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OBJECTIVE

To secure a challenging role in a professional environment, utilizing my educational background, strong work ethic, and willingness to take on new responsibilities to contribute to the success of the company.

SKILL HIGHLIGHTS

- Typing speed 45wpm
- Knowledge of computer applications
- MS-Office
- Strong Communication Skills
- Teamwork
- Adaptability

EXPERIENCE

- Sales-Officer, ICICI Bank
- English Typing tutor

EDUCATION

SR No.	QUALIFICATION	BOARD/UNIVERSITY	PASSING YEAR	PERCENTAGE
1.	X TH	HIMACHAL PRADESH BOARD OF SCHOOL EDUCATION DHARAMSHALA	2010	60.71
2.	XII TH	HIMACHAL PRADESH BOARD OF SCHOOL EDUCATION DHARAMSHALA	2012	67.80
3.	BCA	HPU, SHIMLA	2015	69
4.	MCA	Gian Jyoti Institute of Management & Technology, Mohali	2017	69

ACHIEVEMENTS & PARTICIPATION

- Organized school farewell
- House leaded in the school
- Participation in singing competition in college
- Actively participated in major events organized by college
- Participated in N.S.S CAMP, Under the theme Healthy Youth - Healthy India

PERSONALITY SKILLS

- Having Leadership skills
- Strong communication skills
- Ambitious
- Calculative risk taker

LANGUAGE

- English
- Hindi

PERSONAL DETAILS

NAME-	Shivani Devi
DATE OF BIRTH-	02-08-1994
FATHER'S NAME-	Balak Ram
MOTHER'S NAME-	Parkasho Devi
ADDRESS-	Village – Dhanar (Marotan), PO- Malhot, Tehsil- Jhandutta, District- Bilaspur, Himachal Pradesh, Pincode-174017

DECLARATION

I hereby declare that all the details mentioned above are in accordance with the truth and fact as per my knowledge and I hold the responsibility for the correction of above-mentioned particulars.

Date:

Signature:

