

TARANNUM NAAZ

Education: Bachelor of Commerce (B.com)

E-mail: tarannumnaaz367@gmail.com

Contact No: 9304228079, 9102314374

CAREER OBJECTIVE:

To make a positive contribution to the organization through my knowledge skills, personal commitment and continuously for organization and individual excellence.

CERTIFICATE & ACHIEVEMENT:

- Winner of cycle race on school

STRENGTH:

- Ability to deal with people and good team leader
- Self- motivated and have confident with positive attitude

ACADEMIC PROFILE:

DEGREE	NAME OF INSTITUTE	BOARD /UNIVERSITY	YEAR OF PASSING	AGGREGATE (%)
M.com	Marwari College, Kishanganj	Indira Gandhi National Open University	Pursuing	
B.com	Insan Degree College	M.M.H.A.P.U Patna	2019	59.63%
XII	R.K Saha Women's College	B.S.E.B Patna	2016	66.6%
X	Girls High School	B.S.E.B Patna	2014	60%

EXTRA PROFILE:

- ADCA, CCFA, Web design

HOBBIES:

- Listening Music
- Watching Cricket
- Cooking

CO-CURRICULUM:

- Got selected for quiz competition from school

PROJECT PROFILE:

Description: Night Lamp with Morning Alarm

WORKING EXPERIENCE:

2 Years' Experience Sales Executive Officer (2018-2021)

2 Years' Experience Accountant for Shine Forever India Pvt Ltd (2021-2023)

SOFTWARE EXPOSURE:

- Tally ERP9
- Ms. office, Ms. Excel Ms. PowerPoint

PERSONAL PROFILE:

Name: Tarannum Naaz

Father's Name: Shamim Ashraf

Mother's Name: Kishwar Sultana

DOB: 27 Dec 1999

Nationality: Indian

Material status: Single

Blood Group: (A+)

Language: Hindi, English (Reading, Writing and speaking)

Alternate No: 9304228079

ADDRESS:

At: Purana Khagra Bilayeti Bari Road

Po: Kishanganj

PS: Kishanganj

Dist: Kishanganj

Pin: 855108

State: Bihar

GOAL OF MY LIFE

- My Short-term goal is to work in a good organization where I enhance my knowledge and my skill and can show my talent.
- My long-term goal is getting a very respectable position where I make my parents to smile and feel proud.

DECLARATION:

- I hereby declare that the above-mentioned Information are correct up to my knowledge and bear the responsibility for the correctness of the above-mentioned particulars.

Place:

Date:

Signature: