

RESUME

ANAND YADAV

ADDRESS

H.No. T-247, Street no.8, Baljeet Nagar, New Delhi

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CAREER OBJECTIVE:

To believe in success through vision, hard work and continuous improvement to work with an esteemed organization.

EDUCATION QUALIFICATION:

- *High School from UP Board in 2015
- *Intermediate from UP Board in 2017
- *B.A. passed from Dr. B.R.A University. Agra in 2020

OTHER QUALIFICATION:

- *Basic knowledge of Computer.
- *Diploma in Computer Application from BCTI Etah.
- * Documentation Assistant (QP No: LSC/Q1122) from PMKVY *Consumer Energy Meter Technician (PSS/Q0107) from PMKVY

EXPERIENCE:

- *2 years' Experience of Computer Operator in CSC Center Etah UP
- 1 year Experience in Money Heaven Finserv Bank Loan Process Karol Bagh delhi
- 1. Document collection from Customer
- 2. Follow up with Bank/ NBFC for loan Disbursement for loan status
- 3. Making MIS for Weekly and Monthly
- 4. Assist to manager for daily Operations Work

STRENGTHS:-

- *Positive Thinking.
- *Good Communication Skills.

PERSONAL DETAILS:-

Father's Name	: Dharmapal Singh
Date of Birth	: 08/10/2000
Language Known	: English & Hindi
Nationality	: Indian

DECLARATION:-

I Hereby Declare that all above information given by me is correct to the Best of My Knowledge.

(ANAND YADAV)