

Pooja Rao

Hisar, Haryana

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Work Experience

Clerk cum steno typist

LUVAS-Hisar, Haryana

November 2014 to March 2018

Education

Diploma in computer application in Computer proficiency

BPSC - Hisar, Haryana

November 2015 to October 2016

Bachelor's degree in Arts

Kurukshetra University - Hisar, Haryana

December 2011 to September 2014

Skills / IT Skills

- Microsoft Office
- Communication skills
- Cash handling
- Customer service
- Administrative experience
- Stocking