

Janhvi Singh

Office Administrator

Phone: 8528171899

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Objective

Motivated to join a progressive organization that values teamwork, collaboration, and continuous learning.

Personal Information

Gender : Female

Nationality : Indian

Date of Birth : 01.02.1999

Education

Bachelors Of Law
LL.B

Graduation
Bachelors Of Aart

10th
10 Equivalent

12th
Arts

Experience

Office Manager/ Account
DTDC

Language

Hindi


English


Skills

Customer Service


Leadership


MS Office


Computer


Decision-making
