

NK

# Nisha Kumari

## Professional Summary

To seek and maintain a full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills.

Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

Ambitious, career-focused job seeker, anxious to obtain an entry-level **Job Title** position to help launch career while achieving company goals.

Hardworking and passionate job seeker with strong organizational skills eager to secure entry-level **Job Title** position in **Type** environment. Ready to help team achieve company goals.

Reliable employee seeking **Job Title** position. Offering excellent communication and good judgment.

Enthusiastic **Job Title** eager to contribute to team success through hard work, attention to detail and excellent organizational skills. Clear understanding of **Task** and **Task** and training in **Skill**. Motivated to learn, grow and excel in **Industry**.

Reliable Intern studying **Area of study** seeks an internship opportunity to expand skills and gain valuable real-world experience.

Dedicated **Industry** professional with history of meeting company goals utilizing consistent and organized practices. Skilled in working under pressure and adapting to new situations and challenges to best enhance the organizational brand.

Friendly student available for weekend, evening and holiday shifts. Considered hardworking, punctual and driven.

## Work History

## Languages

English C2  
Proficient

✉ nisha726820@gmail.com  
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📍 Jamshedpur, India 831013

## Skills

- Microsoft Office
- Computer skills
- Clerical
- Leadership
- Customer service
- Reading comprehension
- Self-motivated professional
- Multitasking abilities
- Cultural awareness
- Written Communication
- Teamwork
- Critical thinking
- Organization and Time management
- Computer proficiency

## Education

09/2021  
**Jamshedpur Womens University**  
Jamshedpur  
Graduation: English

09/2021  
**Jamshedpur Womens University**  
Jamshedpur  
Diploma: Communication

## Certifications

Diploma in communication