

SAKSHI SONI

Phone: +7426068460

Email: sakshisoni2001@gmail.com

Birthday: august 13,2001

Address: Soni Bhawan, Ward no.20, Shrimadhampur, Sikar
Rajasthan, 332715

CAREER OBJECTIVE

Currently I am pursuing B.Sc. from Vedanta PG Girls College, Reengus. I am looking for an opportunity to work in a vibrant, exciting and challenging environment that makes me grow as professional and enhance my skills and where i can use my experience and education to help the company meet and surpass its goals. I am a hard working, dedicated worker and I will always be ready to take challenging tasks and responsibilities upon my shoulders.

EDUCATION

Degree	Institute	University/ Board	Subjects	Year of Passing	Percentage
B.Sc.	Vedanta PG Girls College, Reengus	Vedanta PG Girls College, Reengus	Botany, zoology, chemistry	2021	Pursuing
Senior Secondary	Government senior secondary school, Shrimadhampur	RBSE	Physics, Chemistry, Biology ,English, Hindi	2018	65.00
Secondary	Government senior secondary school, Shrimadhampur	RBSE	Mathematics, Science, Social Science, Hindi, English, Sanskrit	2016	70.17
RSCIT (Rajasthan State Certificate of Information Technology)	RKCL (Rajasthan Knowledge Corporation LTD)	Vardhman Mahaveer Open University, Kota	Computer	2020	66.00

TECHNICAL SKILLS

- **Software:** MS Excel, MS Word

PERSONAL SKILLS

- Punctual and dedicated
- Highly motivated and eager to learn new things
- Leadership qualities and strong motivation
- Ability to work as individual as well as in group
- Ability to produce best results in pressure situations

CERTIFICATE COURSES

- Completed a Online certification Course on “**Diploma in Nutrition, Theraputics and Health by Alison** and successfully qualified the test conducted there after.
- Completed a online certificate Course on “**Diploma in Fashion Design**” authorized by **Alison**
 - Completed a Online certification Course on “ **TCS ION CERTIFICATE by TSC ION** nd successfully qualified the test conducted thereafter.
 - Completed a Online certification Course on “ **DOMESTIC DATA ENTRY OPERATER CERTIFICATE by SKILL TRAINER** and successfully qualified the test conducted there after.

▪

ACHIEVEMENTS/RESPONSIBILITIES

- **NSS volunteer** at Vedanta P.G. Girls College, Reengus