

Mehroon Maqbul Tamboti

R/O : Durgini, Dharbandora South Goa - Goa

Pin Code : 403406

Mobile No : 7264807957 / 8788266896

Email ID : mehroontamboti7264@gmail.com

CAREER OBJECTIVE

To succeed in an environment of growth and excellence and earn a job which provides me job satisfaction and self development and help me achieve personal as well as organizational goals.

ACADEMIC DETAILS

COURSE	INSTITUTION	BOARD/ UNIVERSITY	YEAR OF PASSING
BBA (HR & Finance)	S.S.P.E.S's Goa Multy-Faculty College Dharbandora - Goa	Goa University	Result Awaited 2021
HSSC (Commerce)	V S Laad Higher Secondary Tisk Dharbandora-Goa	Goa Board	March 2018
SSC	St. Joseph High School Usgao-Goa	Goa Board	March 2016

ADDITIONAL QUALIFICATION

- Diploma in Financial Accounting for 6 months.
(MS Excel, MS Word, MS Office, Power Point & Tally with GST)

WORK EXPERIENCE

1. Office of Adv. Vinay Naik at Dharbandora

Worked as office assistant for 5 months from 2nd Aug 2019 to 28 Dec 2019

2. Vespa aprilia showroom of Quoadros Motocorp Co. Margao

Worked as an intern in Sales, Finance and HR Departments for 6 week from 13th
May 2019 to 24th June 2019

LANGUAGES

Language	Read	Write	Speak
English	✓	✓	✓
Hindi	✓	✓	✓
Konkani	✓	✓	✓
Marathi	✓	✓	✓

STRENGTH/SKILLS

- Working in team
- Effective communication
- Confident
- Patient
- Fashion Designing Skills

PERSONAL INFORMATION

Name : Mehroon Maqbul Tamboti
Date of birth : 13 March 2000
Gender : Female
Marital Status : Single
Nationality : Indian

SELF ACCOMPLISHMENT

I hereby declare that all the above said information is true to the best of my knowledge.

Place: South Goa

Date:

Mehroon Maqbul Tamboti