

CURRICULUM VITAE:-



EKTA KUMARI

Email: Mallikmishra1997@gmail.com

Mobile No: - 7903824696.

Local Address: H.NO- 13, Middle Line,
Jemco, Azad Basti,
P.O- Telco, P.S- Telco,
Jamshedpur- 831004.

➤ Career Objectives :

Looking to establish a career in the field of Information Technology, I wish to work in a Growth-oriented company and contribute to the development of the organization while upgrading my skill set and knowledge.

➤ Educational Qualifications :

<i>DEGREE/ CERTIFICATE</i>	<i>INSTITUTE/COLLEGE</i>	<i>YEAR OF PASSING</i>	<i>DIV</i>
MBA (FINANCE & HR)	JAMSHEDPUR WOMENS UNIVERSITY	2022	APPEARING
B.COM (GENERAL)	GRADUATE SCHOOL COLLEGE FOR WOMEN	2020	1 st (67.43%)
12 th	S.D.S.M SCHOOL FOR EXCELLENCE (CBSE)	2017	2 nd (53%)
10 th	KERALA PUBLIC SCHOOL (CBSE)	2015	1 st (65%)

HR internship at Fantastiqo**Duration-1 month****HR internship at Aashman foundation****Duration- 3 month****➤ Additional Qualifications:**

- ❖ Information Technology.
- ❖ M.S-Windows 7, 10.
- ❖ M.S-Word 2010, 2013.
- ❖ M.S-Excel 2010, 2013.
- ❖ M.S-Power Point 2010, 2013.
- ❖ M.S-Access 2010, 2013.

➤ Technical Skills :

- ❖ Diploma in Computer Application.
- ❖ Done Tally ERP 9(ACC. Package).
- ❖ Done GST (ACC. Package).

➤ Personal Information :

- ❖ Father's Name : Prem Shankar Mishra
- ❖ Mother's Name : Lt. Rupam Devi
- ❖ Birth Date : 06/01/1998
- ❖ Gender : Female
- ❖ Marital Status : Unmarried
- ❖ Language Known : English & Hindi
- ❖ Nationality : Indian
- ❖ Permanent Address : H.NO- 13, Middle Line Jemco, Azad Basti, P.O- Telco, Jamshedpur-831004

❖ Declaration:

I hereby declare that all the above facts are true to the best of my knowledge.

Date:**Place:****(EKTA KUMARI)****Signature**