**Resume**

**Miss. Yogita Vishwanath Sakhare**

Mob. No: 8793658694/9373617991

E-mail Id: yogitavsakhare07@gmail.com

 **Objective :**

To contribute to the organization and also to add value to myself through working in a reputed organization that will help me to build a successful career in business world.

**Educational Qualification :**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Qualification** | **Year** | **Board/University** | **College/Department** | **Percentage** |
| M.com | 2020 | Savitribai Phule Pune University | Savitribai Phule Pune University | 55.00% |
| B.com | 2017 | Savitribai Phule Pune University | H.V.Desai College of Commerce,Science & Arts, PuneMaharashtra | 62.75 % |
| 12th | 2014 | HSC Board | N.M.V Junior CollegeBajirao Road, PuneMaharashtra | 74.62% |
| 10th | 2012 | SSC Board | Bharati Vidyapeeth Kanya Prashala Dhankawadi, PuneMaharashtra | 73.64% |

**Computer Skills :**

Knowledge of MS Excel, MS Word, MS Power point.

Tally ERP 9, MS-CIT, English Typing 30 WPM

**Experience:**

* Working as Account Assistant in Bafna Technologies Pvt. Ltd Pune

 Sept. 2017 till present.

* Two years working experience in Share Market Firm as an Computer assistant.

**Personal Profile :**

Name : Miss. Yogita Vishwanath Sakhare

Date of Birth : 07th July,1996

Father Name : Mr. Vishwanath Ramchandra Sakhare

Mother Name : Mrs. Sangita Vishwanath Sakhare

Permanent Address : Sr.No.27/2,Devgandhar, Raje Chowk, Lane No.3,

 Near Shri Ram Temple, Ambegaon Pathar,Pune:411046

Nationality : Indian

Marital Status : Single

Language Known : English, Hindi and Marathi

Hobbies : Reading, Drawing

Strengths : Dedicated to work, Team player, Sense of humor and capable of thinking laterally, Strong visualization, Good communication skills and ability to write creatively.

I hereby certify that all the above information is true as to my best knowledge.

Date :

Place :

 Yogita V.Sakhare