

# RESUME

## M.A. TANVIR KHAN

Contact no. - +91-89626-60330

[E-mail.tanvirk161@gmail.com](mailto:E-mail.tanvirk161@gmail.com)



### Career adjective:-

To seek global carrier which offer challenge, growth with opportunities to enrich my knowledge, experience and a quality environment where my knowledge can be shared and enrich to grow professionally while contributing my best.

### Education profile:-

|   | <b>Exam</b>      | <b>Year</b> | <b>Board/University</b> | <b>Division</b>       |
|---|------------------|-------------|-------------------------|-----------------------|
| ➤ | 10 <sup>th</sup> | 2009        | C.G. Board Raipur       | 2 <sup>nd</sup>       |
| ➤ | 12 <sup>th</sup> | 2011        | C.G. Board Raipur       | 2 <sup>nd</sup>       |
| ➤ | B.A. I year      | 2018        | PT. RSU                 | Passed with<br>51.67% |
| ➤ | B.A. II year     | 2019        | PT. RSU                 | Passed with<br>60.50% |
| ➤ | B.A. Final       |             | Pursuing                |                       |

### Computer Literacy:-

- Computer Application (Diploma).
- Ms. Office internet user with extra knowledge.

### Professional Experience:-

- M/S Cyber planet work 1 year.
- 1 year administration in Safe care, medical equipments.
- Computer operator cum office assistant in Central Public Works Department (CPWD) (Contract base) since Feb.-2014

### Strengths Personal

- Confident
- Dedicating
- Understanding
- Strong will power

## **Interests**

- Travelling
- Movies
- Cricket
- Badminton etc.

## **Personal Details:-**

|                     |    |   |
|---------------------|----|---|
| Name                | :- | M.A. Tanvir Khan  |
| Father name         | :- | Lt. M.A. Arif Khan  |
| Sex                 | :- | Male  |
| Date of birth       | :- | 24-10-1993  |
| Place of birth      | :- | Raipur  |
| Religion            | :- | Muslim  |
| Marital status      | :- | Unmarried   |
| Languages known:-   |    | Hindi, English (General)  |
| Permanent address:- |    | H. No. 749 Vidhan Sabha Road , Near Mowa Masjid, Raipur.-<br>492001 (Chhattisgarh). |

## **Declaration:-**

All the information is correct as per my knowledge I hope that my qualification & experience will be suitable for your requirement & you will be kind enough to grant me an opportunity to demonstrate my capabilities.

Place

Date

**Signature**

**Tanvir Khan**