

RESUME

RohitSaxena

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Address:- MIG 1033, Model Town, Phase-I, Near Durga Mandir
Bathinda

Objective:-

To fulfill the requirement through contributing best of my knowledge and efforts and seeking for a result oriented and well established platform to prove my talents and knowledge for organizational as well as personal growth

Academic qualification:-

- High School Passed From Punjab School Education Board, (Mohali) (2004)
- Higher Secondary Passed From Punjab School Education Board, (Mohali) (2006)
- B.A Completed From Punjabi University Patiala (2009)
- M.S.C Mathematics Complete From Vinayaka Mission University (2011)
- Advance Course In Computer Application From Gurukul Technical Institute (Delhi) (2015)
- Tally Course Six Month D-Soft (2009)

Working Experience:-

- Ten Year Experience in Income Tax Department as a Computer Operator, Bathinda
- Five Year Experience in Income Tax Advocate, Bathinda (Part Time)
- One Year Experience in Assistant Account in Private Company , Indore
- Ten Month Experience in Accountant in Tax Advocate, Bathinda
- One Year Three month Experience in Assistant Accountant in Charter Accountant Bathinda Till Date

Computer Skill:-

- Basic Knowledge of Computer
- Tally
- Basic Language
- Internet

Hobbies:-

- Listening Music, Sports

Personal Details:-

- **Father's Name** : Sh. Parmod Saxena
- **Date of Birth** : 06/04/1989
- **Marital Status** : Married
- **Sex** : Male
- **Nationality** : Indian

Declaration:-

I here by declare that all the information furnished above is true to
The best of my Knowledge and belief.

Place :-Bathinda

Date:- 14.05.2020

(ROHIT SAXENA)