

SUSHIL KUMAR

Address: C-113, Phase-II, Prem Nagar, Kirari, ND-86
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Seeking career enrichment opportunities in the field of admin and office work with a growth oriented organization.

Experience Overview

- ⊖ Worked as an Team Leader with Insurance firm since February 2020.
- ⊖ Worked as a web designer in **Jingle Infosolutions Pvt. Ltd**, 1st January. 2008 to August 2012
- ⊖ Worked as a web designer in **KG Groups, New Delhi** from 5th May 06 to 12th December. 07.

Conspectus

- ⊖ Proactive and result oriented throughout the academic career.
- ⊖ Capable of working under any circumstance and ready to meet challenges.
- ⊖ Ability to learn new things with full enthusiasm and apply them in a correct way.
- ⊖ Having Specialization client need and handling client.
- ⊖ Acquired hands on experience of more than 8 years in Graphic designing in which 4+ years by way of sale and marketing in insurance.
- ⊖ An excellent person with outstanding interpersonal communication skill & exceptional presentation capability.

Academia

- ⊖ Master of Computer Application (MCA) from Sikkim Manipal University, New Delhi.
- ⊖ B.A. from Delhi University.
- ⊖ Class 12th from CBSE Delhi.
- ⊖ Class 10th from CBSE Delhi.

IT Skills

MSWord, MSPowerpoint, MExcel, Photoshop, Corel Draw.
Typing with 40 WPM English and 35 WPM Hindi.

Personal Dossie;r

Father's Name : Mr. Mehar Singh.
Date of Birth : 24th Sept., 1979.
Sex : Male.
Marital Status : Married.
Languages known : English, Hindi.
Nationality : Indian.
Permanent Address: House No.C-113, Phase-II,
Prem Nagar, Kirari, New Delhi-110086