**RESUME**

# RAVENDRA SINGH

House No. 412, Type 4, IIT Kanpur Nagar. **Email: ravendrasingh.iitk@gmail.com Contact no:** +919415190524, +919927634515

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| **CAREER OBJECTIVE** |
| Intend to build a career with leading corporate of hi-tech environment with committed & dedicated people, which will help me to explore myself fully and realize my potential. |

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| **ACADEMIC QUALIFICATIONS** |
| **EXAM / DEGREE** | **YEAR** |  | **UNIVERSITY / BOARD** |
| **10th Board** | 2007 |  |  U.P Board |
| **12th Board** | 2012 |  M.P Board |

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| **EXTRA KNOWLEDGE** |
| * MS.Office
* MS. Word
* MS. PowerPoint
* MS. Excel
* Computer Software
* Customer Dealing
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| **WORK EXPERIENCE** |
| I have been doing accountancy work since last two years in the Department of Physics, IIT Kanpur and I have prepared many store purchase indent. I have worked as a lab assistant during 2017-20 in Physics Sl-111 teaching laboratory at IIT Kanpur and involved with the students to demonstrate the experiments, as a trained technician. I also efficient in computer browsing and operation.  |

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| **PERSONAL SKILLS** |
| * Comprehensive problem solving abilities.
* Excellent verbal and written communication skills.
* Ability to deal with people diplomatically.
* Willingness to learn team facilitator hard worker.
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| **PERSONAL PROFILE** |
| * Name Ravendra Singh
* Father Name Mr. Man Singh
* Nationality Indian
* Gender Male
* Date of Birth 05 Oct 1991
* Marital Status Married
* Language Hindi,English,Bengali
* Permanent add House no. 412 Type 4, IIT Kanpur-209217
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# Declaration:

I hereby declare that above information is correct to the best of my knowledge and belief.

**Place**: Kanpur (UP) **RAVENDRA SINGH**