**Name-Aanchal Manrow**

1280, Krishna Nagar

Ludhiana,

Punjab

Email: aanchal.manrow4@gmail.com

Contact No. 78889-08045

**CAREER OBJECTIVE**

I would like to be a part of an organization where I could use and enhance my knowledge and talent for the development of both the organization and myself.

**ACADEMIC PROFILE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Course** | **Name of School/College** | **Board/University** | **Year of passing** |
| Masters of Commerce | Ramgariah Girls college | P.U | 2018 |
| Bachelor of Commerce | Ramgariah Girls college | P.U | 2016 |
| 12th | CBSE | Tagore public School | 2013 |
| 10th | CBSE | Tagore public School | 2011 |

**TRAINING AND CERTIFICATION**

**I done My internship under marketing department in Oswal Woolen Mills for 45days.**

**INDUSTRIAL EXPOSURE**

* Worked with Lavya Associates as recruiting Officer for 5 Months.
* Currently Working at Micro IT Solutions, Ludhiana as Assistant Accountant from arch 2020 – Till date.

**JOB DUTIES AND RESPONSIBILITIES**

* Data Entry of Purchase and Sale Invoice.
* Stock Audit.
* Cash Responsibility.
* Reconcile Bank Statements.

**PERSONAL ASSETS**

* Smart worker
* Leadership Quality
* Willingness to learn
* Ability to cope up with the changing environment

**PERSONAL PROFILE**

Name : Aanchal Manrow

Father’ Name : Mr. Kuldeep Manrow

Mother’s Name : Mrs. Anu Manrow

DOB : 01-11-1996

Sex : Female

Marital Status : Single

Nationality : Indian

Languages hindi,english : English, Hindi

Hobbies : Singing, Painting

**DECLARATION**

I hereby declare that the above information’s are true to best of my knowledge.

Place ………