**CURRICULUM VITAE**

Name: **Amit Singh**

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Contact no.: 7398368642

**CAREER OBJECTIVE**

Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

**PROFESSIONAL EDUCATION**

* I have been certified for the Program of Computer Hardware, Networking, CCNA & RedHat
* Professional from JETKING Kanpur.

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**EDUCATIONAL QUALIFICATIONS**

* Completed High school from U.P. Board in 2005
* Completed Intermediate from U.P. Board in 2007
* Completed Graduation from [*Bundelkhand University Jhansi*](http://www.google.co.in/url?sa=t&source=web&cd=1&ved=0CCMQFjAA&url=http%3A%2F%2Fwww.bujhansi.org%2F&rct=j&q=bu%20jhansi&ei=h0ddTdGUJYH0ccOsvZAK&usg=AFQjCNFgUrvX2tOEpY97Dk_9z_zQO9iZhQ&cad=rja) in2013
* Completed POST Graduation from [*Bundelkhand University Jhansi*](http://www.google.co.in/url?sa=t&source=web&cd=1&ved=0CCMQFjAA&url=http%3A%2F%2Fwww.bujhansi.org%2F&rct=j&q=bu%20jhansi&ei=h0ddTdGUJYH0ccOsvZAK&usg=AFQjCNFgUrvX2tOEpY97Dk_9z_zQO9iZhQ&cad=rja) in 2015
* Completed Polytechnic (Mechanical) from Mathura.

**EXPERIENCE SKILLS**

* Worked for 6 years at Karshni Buildwell Pvt. Ltd.
* Worked for 6 months at Hitachi System Micro Clinic Pvt. Ltd.

**KEY SKILLS**

* MLS Database
* Microsoft Office
* Collaboration
* Strong work ethic
* Time management
* Critical thinking
* Handling pressure
* Leadership
* Effective use of marketing technique
* Able to negotiate
* Excellent interpersonal skills
* Trustworthiness
* Flexible and resourceful

**SOFTWARE SKILLS:**

Installation & Configuration in window 7/10

**COMMUNICATION SKILLS**

* Excellent verbal communication skills
* Confident and articulate
* Empathetic listener and persuasive speaker
* Speaking in public

**Social Skills**

* Observant
* Conflict resolution
* Cooperation
* Polite and respectful towards my seniors

**STRENGTHS**

* I am multitasking and believe in detail oriented work rather then avoiding duties
* I work with complete determination and dedication taking in consideration the latest technology and making efficient use of all possible resources

**DECLARATION**

I Hereby declare that the above particulars of facts and information stated are true , correct and complete to the best of my belief and knowledge.

**DATE**

**PLACE NAME: Amit Singh**