

**AUBDUL MUTTLIB**

VILL. & POST – DEI, TEH.- NAINWAN,  
DIST. - BUNDI(RAJ.)  
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**Personal Profile:-**

A dynamic and hard-working post graduate in management student is seeking a role in finance or marketing service which can expand his skills and knowledge. Capable to work under pressure both as a genuine team member as well as on his own initiative. Really motivated and always ready to learn new things.

**Career Objective:-**

To obtain a respectable position that will enable me to utilize my skills education my work ability well with people which increase the resulting profit of organization & as individual.

**Academic Qualification:-**

| Particulars Of Academics   | Academic Year | University/Board | Division/Percentage |
|--|---------------|------------------|---------------------|
| <b>Polytechnic Diploma<br/>In Computer Science &amp;<br/>Engineering( Sh. GokulBhai<br/>Bhatt Govt. Polytechnic<br/>Collage, Sirohi)</b> | 2013-17       | BTER             | 54.00%              |
| New Tally With GST   | 2018          | NIL              | NIL                 |
| RSCIT  | 2015          | Vmou             | 60%                 |
| 12 <sup>th</sup> (Govt Sr. Sec School,Dei)   | 2012-13       | RBSE             | 59.00%              |
| 10 <sup>th</sup> (VivekanandVidhyaMandir<br>Sec School, Dei)   | 2010-11       | RBSE             | 49.17%              |

**Experience:-**

8 Month Experience kuber industries, Jaipur  
1Year Exp. For emitra, dei

### **Key Skills: -**

- Good communication skills, Excellent people skills, leadership skills.
- Flexible & adaptable, able to work well individually and within a team.
- The ability to perform under pressure and deliver to challenging timescales.
- Can build and maintain strong relationships.& Good listener.
- Punctual and well presented.

### **Computer Proficiency: -**

- Working knowledge of internet
- Working knowledge of MS EXEL , MS OFFICE , MS POWER POINT
- Working knowledge of Oracle Software
- Working knowledge of New Tally With Gst , Accounting

### **Languages Known: -**

English, Hindi

### **Personal Information**

Father's Name : Mustak Ali

Mother's Name: Tanveer Bano

Date of Birth : 2 March, 1997

Gender : Male

Marital Status : Unmarried

Hobbies : Make Project Reports

Date

Place

**(AubdulMuttlib)**