

RESUME

Nitish Kumar

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CAREER OBJECTIVE :-

To Work in Challenging Environment Where I Can Put My Best Efforts and Knowledge To Reach the Respective Company's Goals and Objectives.

SKILL SETS :-

- **Thorough Knowledge of Accounting**
- **Strong analytical, problem solving, organizational ability**
- **Writing and communication skills,**
- **Ability to deal with people diplomatically**
- **Willingness to learn**

QUALIFICATION :-

- **10TH PSEB (2013) 79%**
- **12TH PSEB (2015) 74%**
- **B.COM (2019) PTU 60%**

SKILLS :-

(Computer Basic) Ms-Word, Excel, Tally Erp9, Technical Skills Like -

Email, Internet, All Online Work.

EXPERIENCE :-

- **1years Experience in B.P.O.**
- **Working in Association Services**

STRENGTH :- Hardworking, Positive Attitude, Quick Learner, Decision Making.

HOBBIES :- Singing, Travelling, Learning new ideas.

PERSONAL INFORMATION :-

Father's Name	:	Ashok Kumar
Date of Birth	:	3 th March 1997
Gender	:	Male
Marital Status	:	Single
Language Known	:	Punjabi, Hindi, English
Nationality	:	Indian

DECLARATION :-

I hereby Declare that the above statement is true and best of my knowledge and belief. Please give me a chance I will serve you the best work with full dedication.

Date :-

Place :-

Signature