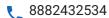
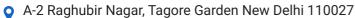
PINKI







OBJECTIVE

A Make position in the service where I can make the best use of my talent and Education at my command & make a diverse challenging role with commitment to succeed.

EDUCATION

2018-19 **CBSE 10th Board**

Govt Girl Sr Secondary School

CBSE 12th Board 2020-21

Govt Girl Sr Secondary School

Pursuing Bachelor of Arts (Prog.) Graduation SOL Delhi University

INTERESTS

Art & Craft

SKILLS

Advance Excel

Tally

ADDITIONAL INFORMATION

I have also completed nursery teaching course from indos institute and i also have experience of home tutors.

EXPERIENCE

Feb -22 -**Data Entry Operator** Jan -23

Ajmani Associates

Data Entry in Excel, Data Entry in tally software which include update sale invoices & purchase invoices in tally & bank Entry in tally. Payments follow-up from clints,

raising invoice to clints.

Mar -23 -**Admission Education Councillor**

Present Swami Vivekanand Institute Of Management & Technology

PERSONAL DETAILS

Date of Birth : 06/Mar/2004 Marital Status: Unmarried Nationality : Indian Gender : Female

LANGUAGES

Hindi

English