

# RESUME

## LEENADALAKOTI

RZH-312, Gali No.-7,  
Raj Nagar-I, Palam Colony,  
New Delhi-10077  
ContactNo.:8076726643  
Email:-leenadalakoti327@gmail.com

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### Career Objective

Seeking a challenging job and result oriented establishment or platform where I can use my skills and rewards.

### Educational Qualification

- ❖ M.A Pursuing from IGNOU
- ❖ B.A (P) from Delhi University
- ❖ 12<sup>th</sup> Passed from CBSE, Delhi
- ❖ 10<sup>th</sup> Passed from CBSE, Delhi

### Additional Qualification

- ❖ Basic Computer Knowledge

### Work Experience

- ❖ 4 years' experience as a Cashless Department with Medsave Health insurance TPA Ltd. Mehrauli, New Delhi.
- ❖ 4 month experience as a cashless Department with East west assist TPA Saket New delhi.

### Language Known

- ❖ Hindi, English,

### Hobbies

- ❖ Reading Books, Listening Music

### Strengths

- ❖ Punctual, Hard Work, Fast Learner

### Personal Details

Father's Name	:	Sh.Harish Chander
Date of Birth	:	16 <sup>th</sup> Jan1997
Nationality	:	Indian
Religion	:	Hindu
Sex	:	Female
Marital Status	:	Unmarried

Place:

Leena Dalakoti

**Date:**



*Edit with WPS Office*