

## Puja Kumari

Sector 20, Noida UttarPradesh

201301

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### CAREER OBJECTIVE:

To build career in a growing organization, where I can get the opportunities to prove my abilities by accepting challenges.

### WORK EXPERIENCE:



- One Years working experience as Business development executive (Sales) (Unacademy)
- Eight month work experience as a Hr recruiter in Fortune Staffing Pvt Ltd
- Binary Distribution pvt ltd (23 Jan 2023 to till now)
- Skyfusion service pvt Ltd(4 fab 2022 to 21 jan 2023)

### SOTWARE PROFICIENCY:

- Office Application - Microsoft Excel, Word
- Operating System - Window 10
- Development Tools -Code Block

### EDUCATIONAL QUALIFICATION:

SCHOOL/DEGREE	NAME OF INSTITUTION	YEAR OF PASSING
S.S.C.	Bihar State Board	2015
H.S.C.	Bihar State Board	2018
B.Sc.	Jai Prakash Mahila College under JPU	2023

### Hobbies

- Cooking
- Listening music
- Swimming

**KEY SKILLS:**

- I am quick learner as well as understand the responsibilities.
- Self-Confidence & love to work on planning.

**PERSONAL INFORMATION:**

Date of Birth : 28-December-1999  
Gender : Female  
Marital Status : Single  
Nationality : Indian  
Languages Known : English, & Hindi  
Competencies : Positive Attitude & Hardworking  
Permanent Address : Chapra(Saran),Bihar, PIN-841408

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I assured that I work with sincerity and to the best of my ability.

Date:

Place: Noida