

Curriculum Vitae

Neetu Parcha
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OBJECTIVE

Work and learn that contribute best for the growth of the organization by continue developing and sharing my skill ability.

SKILLS

Good communication and interpersonal skills.

Good time management skills.

Ability to work under pressure.

Creativity in solving problems.

High commitment in team work.

EXPERIENCE

Dec, 2021 - Dec, 2022
Academic Counsellor

Digiperform

To guide the candidates about the career options and growth after completion of a Digital Marketing Course.

Jan, 2023 - April, 2023
Course Counsellor

Iplan education institute

Handling queries regarding stock market courses and converting them in to admissions.

June, 2023 - Current
Service Counsellor

Think & Learn pvt. Ltd.

Post enrollment process
Retention of enrollments
Data Management
Tracking of student's academic performance
Coordinate classes
Arranging PTMs
Handling operations at centre

EDUCATION

Degree / Course	University / Board	Percentage / CGPA	Year of passing
MA (English)	IGNOU	50% approx	2020
BA(Hons)	The University of Delhi	50%	2016
Senior Secondary School	Jain Bharari Mrigavati Vidyalaya	80%	2013
High School	DAV Public School, Khera Khurd	8CGPA	2011

ADDITIONAL PERSONAL INFO

Address H.no.-2/34, VPO-Khera kalan, mohan adda, Delhi -110082
Languages Hindi (Fluent) English (Fluent)
Marital status Single

Nationality	Indian
Religion	Hindu
Passport	U7236911
Gender	Female

DECLARATION & SIGN

I hereby declare that the above mentioned information is true to the best of my knowledge.

