

**Ankit Kumar**

**DOB : 17 JULY 1999**

**Mobile: 9650633129**

**Email: as129885@gmail.com**

## **OBJECTIVE**

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To be a part of professional team where I would hope to meet my goals and take advantage of opportunities to learn so as to be considered for higher positions and responsibilities within the company.

## **SCHOLASTICS**

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- Completed B.Com from IGNOU
- Completed 12<sup>th</sup> class from CBSE Board (Govt. Sarvodaya Co-Ed Vidyalaya : Paschim Vihar)
- Completed 10<sup>th</sup> class from CBSE Board (ARYA PUBLIC SCHOOL : Nangloi)

### **Professional skills**

- Operating Systems : Windows XP/7/8/8.1/10
- Ms-Office : MS PowerPoint, MS Excel, MS Word
- DTP
- HTML /DHTML
- Internet

### **PERSONAL TRAITS:**

- Positive attitude and self-discipline.
- Sincerity & always willing to expand knowledge.
- Adapt to work under Pressure
- Good in Team Work
- Leadership Quality
- Order & Payments management

## **WORK EXPERIENCE**

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- Worked under LIC Advisor for 1 year
- Worked as a sales manager at Family Pharmacy for 5 Years

**PERSONAL DOSSIER**

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Father's Name : Brijesh Singh  
Sex : Male  
Marital Status : Married  
Language Known : English, Hindi  
Strength : Responsible, co-operative & hard worker  
Address : B-45/4, Satya Enclave, Prem Nagar 3rd, Nangloi, Delhi 110086

**Declaration:**

I hereby declare that the information furnished above by me is true to the best of my knowledge and belief.

**Place: New Delhi**

**Signature**

**Ankit Kumar**