



**POOJA**

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New Ashoka Garden Colony,SBI Road , Kaithal 

## OBJECTIVE

I am a highly driven recent business school graduate seeking a full-time position in finance where I can lend my knowledge of market analytics to help your organization improve profitability.

## EDUCATION

### BCA ( Bachelor of Computer Application)

2012

Kurukshetra university, Kurukshetra

### B.ed (Maths, English)

2014

Kurukshetra university, Kurukshetra

### B.A (English)

2021

Kurukshetra university, Kurukshetra

### PGDCA

2022

Kurukshetra university, Kurukshetra

## SKILLS

MS Word, MS Excel, MS Power Point Team Work Creativity Open Mindedness

## EXPERIENCE

### Counsellor

26 May 2012 - 31 October 2012

Saar Career Consultancy

I was created a files of students for foreign countries for Study Visa.

### Computer Teacher

2 Jan 2013 - 22 August 2014

I.G.Public School,Kaithal

### As a Coordinator

1 September 2014 - 30 September 2017

Sun Rise Senior Secondary School,Kaithal

Coordinate a primary block of students and teachers.

## LANGUAGES

English, Hindi, C , C++

## INTERESTS

Reading Books and Create videos on youtube