

RESUME

KARAN

Mob No- +91 93069 59042

Email Id :- karansinghjattain64@gmail.com

Career Objective:

To make positive contribution as part of your dynamic and well reputed organization in a position where my creative ideas, management skills, decision making ability and communication skills will be appreciated and enhanced.

Personal Abilities:

- Good leadership Quality.
- Excellent verbal and personal communication skills.
- Adaptable to changing environment.
- Extrovert and Self Motivated.
- Ability to make sound decisions.
- Personal management skills.
- Good listening and writing skills.

Work Experience:

- 1 Year contract as buisness devlopment officer in AYUSHMAN BHARAT PROJECT
with Nutribarn Processing and Retailing India Ltd. From 13th march 2020- 13th march 2021

- 2 year work experience as marketing executive at DEV COMPUTER AND VOCATIONAL INSTITUTE,JIND from 10-01-2020 to 09-01-2022

Education Qualification:

- 10 with 88% from Haryana Bord
- 10+2 with 78% marks Art with Math's from Haryana Bord
- 1 Year Computer diploma
- Graduation from KALINGA UNIVERSITY, RAIPUR (2019-2021)

Computer Proficiency:

- English Typing (30 and 40)/ wpm.
- Sound knowledge of MS-word, MS-excel, MS-Power Point.
- Well experienced with use of internet.

Achievements:

- Scout Camp Certificate • Other Certificates and awards.

Personal Details:

Date of Birth : 30th June 2000

Nationality : Indian

Language Known : English, Hindi

Hobbies : Travelling, Listening Music.
Permanent Address : S/O Krishan,

Gupta colony, bhiwani road , Jind

Declaration:

I, hereby declare that the above information given is true and correct to the best of my knowledge and belief.

Place: Jind Haryana

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