

Mrs. Susmita Suresh Mhapsekar.

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OBJECTIVE

To work hard with full dedication for the achievement of organization objective under satisfying job contact, hence enhancing my skill and knowledge and ready to learn new things.

SCHOLASTIC

Exam	Institute	University/Board	Percentage
BSC(E&TC)	Vivekanand College, Kolhapur	Kolhapur	55.25%
H.S.C.(Science)	B.M.Rote Jr College, Kolhapur	Kolhapur	47.50 %
S.S.C.	S.K.Pant Walawalkar Kolhapur	Kolhapur	68.55 %

WORK EXPIRENCE

- Tata Consultancy Service

Profile : Business Associate

Designation: Data Entry Operator

Duration: 21st march, 2018 to 7th June, 2019

- Concentrix Daksh Services India Pvt. Ltd

Profile: Advisor I

Designation: Transaction Processing

Duration: 29th September, 2019 to 12th December, 2019

COMPUTER SKILLS

- MS CIT (MS – OFFICE)
- Power Point

SKILLS

- Hard working.
- Ability to build relationship and trust.
- A better team player with Positive Attitude.
- Flexible in any environment.

PERSONAL DETAILS

- DOB: - 21-01-1995.
- Languages known: - English, Hindi, Marathi.
- Hobbies: - Cooking, Watching TV.

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

Date:

Place:

Signature,

(Susmita Suresh Mhapsekar)