

SAJID SAIFI

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Email: Sajidsaifi490@gmail.com

CAREER OBJECTIVE:

I believe in my background, hard work and self-confidence which will help to seek opportunity to prove my potential and growth with the growing organization.

ACADEMIC QUALIFICATION:

- Complete 10th from Central Board of secondary education, New Delhi.
- Complete 12th from central Board of secondary education, New Delhi.
- Pursuing B.com from D.U. (SOL).

PROFESSIONAL QUALIFICATION:

- Complete E-Accounting course from Oxford Software Institute, South Ex.
- Complete knowledge of MS Office (Excel, word, power point presentation).
- Tally ERP 9, Busy, Income Tax, Online Banking, ITR Filling, Computerized Accounting & GST.
- TDS, TCS, GSTR Filling.

WORK EXPERIENCE:

Fresher

STRENGTHS

- Work under pressure.
- Fulfill work in given timeline
- Positive attitude
- Careful, cooperative and helpful.

INTEREST & HOBBIES

- Workout
- Listening Music
- Reading book

PERSONAL DETAILS:

Father's Name : Salimuddin
Date of birth : 12 July 1999
Sex : Male
Marital Status : Unmarried
Religion : Muslim
Nationality : Indian
Language Known : Hindi and English

Date :

Place : New Delhi

(SAJID SAIFI)