

Name – Kavya Kejriwal

Present Address	Contact Details	
6, Basant Vihar Kamla Nagar, Agra	Mobile:	+917983039497
	E-Mail:	Kejriwalkavya008@gmail.com

Career Objective: To be able to excel at my work with best of my efforts in achieving organizational goals through my abilities based on continuous learning and to be able to grow with a progressive organization, thus attain complete work satisfaction and achieve optimum career growth.

Experience: 2 months (IT and Non-IT Recruiter at Deputize Consultancy Pvt. Ltd, Maharashtra)

Educational Qualifications: MBA (HR)

Exam	Year	College / Board	Percentage/CGPA
Master of Business Administration	2020	MIT, Pune	9.36
Bachelor of Commerce	2017	Agra College	64%
Intermediate	2014	CBSE	83%
High School	2012	CBSE	84%

Technical Skills:

- MS Office
- Tally ERP
- OS : Windows

Strengths:

- Recruiting
- Go-Getter
- Good communication & Presentation Skills
- Hard working & Sincere
- Positive attitude

Hobbies:

- Team Sports
- Chess
- Writing
- Photography

Additional Information :

- Diploma in Banking & Finance from NIIT (above 90%)

Personal Details		Permanent Address
Father's Name:	Mr. Rajeev Kejriwal	6, Basant Vihar, Kamla Nagar
Mother's Name:	Mrs. Nidhi Kejriwal	
D.O.B:	08/12/1995	

Language Proficiency:	English and Hindi	<u>Permanent Phone No./ Father's Phone No</u>
Marital Status:	Unmarried	+917417667228

DECLARATION :	I hereby declare that the information furnished above is true to best of my knowledge.
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Place: Agra

Date: _____

Signature