

# Curriculum Vitaé

**Name : Sweta Rani**

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## **Career Objective:**

To secure an entry level position in the human resources industry where I can effectively use my interpersonal and communication skills for organization growth.

## **Academic Qualifications:**

<b>Degree / Certificate</b>	<b>Qualification</b>	<b>Institute</b>	<b>Board / University</b>	<b>Year</b>	<b>% / DGPA</b>
Graduation	B.Com	Bokaro Mahila College.	Binod Bihari Mahato Koyalanchal University	2019	<b>7.02 CGPA</b>
12 <sup>th</sup>	HIGHER SECONDARY	Guru Gobind Public School	CBSE	2016	<b>52%</b>
10 <sup>th</sup>	SENIOR SECONDARY	Guru Gobind Public School	CBSE	2014	<b>6.8 CGPA</b>

## **Soft Skills:**

- Hard working
- Team Player
- Good communication
- Focused and persistent

I hereby declare that the above details are correct and true to the best of my knowledge.

**Date:** 22-March-2021.

**Place:** Bokaro, Jharkhand