

KAIF ALAM

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OBJECTIVES

To be a part of an Organization where get a chance to use my knowledge and skills to contribute in the progress of the Organization as well as myself.

EDUCATION

10th PASS (2018)
Board: **NIOS**

12th PASS (2020)
Board: **CBSE**

Pursuing **B.COM 2nd year** from **JAMIA CORRESPONDENCE**

EXPERIENCE

- Social Media Marketing experience from **(Tags n Tick)**
- ICICI Bank ODBC collection experience from **Keepers Associates (4-Months)**

CERTIFICATIONS

- **Digital Marketing** from **(Tech Mahindra Foundation)**
- **Domestic Data Entry Operator – English** from **(Skill INDIA)**
- **Personality Development & Basic IT** from **(Magic Bus Foundation)**
- **DRA Certified** (Indian Institute of Banking and Finance)

SKILLS

- Good at communication skills
- Reasoning Ability
- Quick Learning
- Multi Tasker
- Self-Motivator

COMPUTER PROFICIENCY

- MS Word, MS PowerPoint, MS Excel and Internet.

DECLARATION

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