

# **CURRICULUM VITAE**

## **HIMANSHI**

House No- **231**,

**Azadpur village**

**Delhi – 110033**

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## **CAREER OBJECTIVE**

I am seeking for a platform where I utilize my experience, skills, studies, innovative ideas in order to enhance knowledge and experience to getting success and position in my urge industry which I work confidently.

## **EDUCATIONAL QUALIFICATION**

- 10<sup>th</sup> class from **C.B.S.E Board, Delhi** in the year 2015.
- 12<sup>th</sup> class from C.B.S.E Board, Delhi in the year 2017.
- Bachelor of Arts from University of Delhi, in the year 2018-2020
- Pursuing MA in Hindi from IGNOU.

## **PROFESSIONAL QALIFICATION**

- Completed ITI (hindi short hand, stenography) from women technical institute, RK Puram Delhi, in the year 2018-2019
- One year Language Course in French from Ramjas College, Delhi, in the year 2019-2020.

## **WORK EXPERIENCE**

- **1 year experience** in corporate office , Om sterling global University corporate office pritampura, as a course counsellor.
  - 9 months work experience at Dhyeya IAS academy as a counsellor , Mukherjee Nagar delhi 110009
  - Currently working as a sales executive at Kalyan jewellers kamla nagar, since august.

## **COMPUTER SKILLS**

- Basic knowledge of **Computer**  
**Compute foundation**  
**MS-Office (MS-Word, MS-Excel, MS-PowerPoint)**

## **STRENGTH**

- Hard Work & Confident.

## **PERSONAL DETAILS**

**Father Name** : Mr. Nand Kishor

**Date of Birth** : 16th June 1999

**Languages Known** : English & Hindi  
**Marital status** : Unmarried  
**Nationality** : Indian  
**Hobbies** : Traveling, reading story books

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| <b>DECLARTION</b> |
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I hereby declare that all the above information is correct & best of my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

**DATE** : ...../...../.....

**PLACE:** .....

**(Himanshi)**