



Inara

CONTACT



7888689540

@ 0310inara2002@gmail.com

SKILLS

Proficient typing, Attention to details, Basic Computer skills, Social skills and be friendly with the visitors, Customer service, Familiarity with Microsoft Office



OBJECTIVE

I am a highly driven recent graduate seeking a full-time position in Data Entry or Office Assistant work, where I can lend my knowledge of working analytics to help your organization improve profitability.

EXPERIENCE

Data Entry/ Office Assistant

Ambika Auto Industries

I was a Data Entry Operator and Helping in various file works

EDUCATION

BBA/Computer Application

Balika Siksha Sadan/Salzburg College

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2022

