

CURRICULUM VITAE

Sourav Kumar

S/o Mr. Chaman Lal

D.O.B. 24-02-2000

VPO AUR, NAWANSHAHR,

Pincode144417

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EXPERIENCE

State Bank of India, Nawanshahr – Apprentice

August, 2024 – PRESENT

Job Profile

- Customer Service
- Basic banking operations
- Clerical work

Office Assistant

April, 2022 – July, 2024

Job Profile

- Administrative Support to management
- keep track of important documents
- Typing and handling mails
- Entering and updating online records

EDUCATION

Punjab School Education Board – Matriculation

March, 2015

Punjab Technical Board, Chandigarh

August, 2015 – May 2018

Three Years diploma in computer science engineering

Punjab Technical University, Jalandhar

July, 2018 – May 2021

B.Tech in Computer Science Engineering

Potential

- Quick learner
- Good Leadership
- Self-motivated
- Co-operative and good team leader

LANGUAGES

- Punjabi
- Hindi
- English

