

# RESUME

## **Hariom**

**Email id:** hariommth03@gmail.com

**Mobile No:** 7078757203

**Address:** vill- nagla bans ,post- Kunwarpur, dist- Hathras (204101) UP.

### CAREER OBJECTIVE

- To secure a challenging position in professionally managed organization which provides a constant encouragement and learning so that my creativity and intelligence can be utilize in optimizing benefits of organization as well as mine

### ACADEMIC QUALIFICATION:

- High school passed from up board allahabad in 2013.
- Inter passed from up board allahabad in 2015.
- B.SC passed from Dr. DBRAU Agra in 2019.
- M.A Passed from Dr. DBRAU Agra in 2022.

### PROFESSIONAL SKILLS:

- Basic knowledge of computer.
- M.S Excel. Hlookup. Vlookup. Pivot table.
- M.S PowerPoint
- M.S word.
- Typing
- Tally ERP 9.
- Consignment booking assistant course from Pmkvy

### WORK EXPERIENCE:

- 6 months Experience in Mahendra's education pvt Ltd. As a Exicutive admin.
- 2 years Experience in RMG polyvinyl India Ltd. As a production supervisor.

### PERSONAL DETAILS:

Father's Name : Karan Singh  
Date of birth : 03 July 1997  
Gender : Male  
Nationality : Indian  
Marital Status : Unmarried  
Languages Known : Hindi & English  
Hobbies : Reading poems.

Place:

Date: Hariom