

Chetan Gupta

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☎ 8699619440

📍 Jalandhar Cantt,144005

👤 Personal Details

- Date of Birth : 07/06/2002
- Nationality : Indian
- Marital Status : Single

✂ Skills

- Communication skills

🗣 Language

- Hindi
- English
- Punjabi

📅 Activities

- Attended workshop based on Intellectual Property Awareness

Awareness

👤 Reference

- Akhil Sood -

akhilsood888@gmail.com

🕒 Additional information

- - managed father's shop accounts work

- Cleared International English Language Test

Exam

- Overall Band score - 7.0

Listening - 8.0

Reading - 7.0

Writing. - 6.5

Speaking - 6.0

🎯 Objective

Did an internship in heleum company as hiring manager

- hired interns

- taken interviews

- assigned roles and duties to them

- asked feedback

- helped them throughout the internship

📅 Experience

○ 10/06/2023-05/07/2023

Heleum Company

Hiring Manager

Promoting services offered by company And also

hiring interns through telephonic Interviews

🎓 Education

○ 13/07/2020

Police Dav Public School Jalandhar

Commerce

○ 07/07/2023

Dav College, Jalandhar

Bachelor Of Commerce

🚀 Projects

- **Income tax presentation**

described certain sections of income tax act 1962

in class presentation