CURRICULUM VITAE

**Sanu**

No.10 bhel layout

9th cross M.s playa

Bengaluru 560097

Karnatka

Mobile: +91 9570869175

E-mail:sanu69397@gmail.com

**OBJECTIVE**

To become an integral part of a professionally managed reputed Organization, to utilize my administration and managing skills for a mutual growth.

**STRENGTHS**

* Maintaining good relationship with others.
* Good communication and team coordination skills.
* Planning capability with good time management
* Leadership qualities with involvement of all team members

**QUALIFICATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Courses** | **University/Board** | **Name of the Institution** | **Year** | **Percentage** |
| **BBA** | Bengaluru University | Sambram Academy of Management Studies,Bengaluru | 2017–2020 | 69.5% |
| **Intermediate** | Jharkhand Acedmic council | S.L arya inter college  Bokaro steel city | 2017 | 77.2% |
| **SSLC** | Central Board of Secondary Education | Guru gobind singh public school  Bokaro steel city | 2015 | 74.1% |

**Computer proficiency:**

* Internet tools: Internet
* MS office: MS word, MS excel, MS PowerPoint
* Basic Computer Languages

**Hobbies and Interest:**

* Reading Books
* Travelling and Trucking.
* Surfing Internet
* Playing vollyball

**Achievements:**

* Actively participated in Organizing Events in College
* Awareness program in Jharkhand

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**PERSONAL**

Father’s Name : Kumar Sanjeev

Mother’s Name : Kumari Babita singh

Date of Birth : 05-09-1999

Languages Known : English, Hindi

Religion : Hindu

Nationality : Indian

Attributes : Male, Single

Address : no. 10 bhel layout

99th cross M.S Palya

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I hereby confirm that all the information furnished above is true and correct. I shall show sincerity and dedication in my work, which will prove to be honest and hard work

Date:

Place: Bengaluru **(Sanu )**