**RESUME**

**Navjot Kaur**

**Contact: 9877112797**

**Email-id:: navjotkaurnavjot500@gmail.com**

**Address::Village-KangPO Dhariwal, Gurdaspur ,PIN-143519, Punjab India.**

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**OBJECTIVE**:-To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills*.*

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**EDUCATIONALQUALIFICATION**

* I have done my matriculation in year 2019 from CBSE with 55%.
* I have done my Senior Secondary in year 2021 from PSEB with 73%.

--------------------------------------------------------------------------------------------------**PERSONAL SKILLS**:-

* Excellent verbal and communication skills.
* Highly organised and efficient.
* Ability to work independently or as a part of team.

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**STRENGTHS**

* Positive Attitude
* Quick learner
* Smart Worker and loyal

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**SOFT SKILLS:**

* Receptive to guide lines from senior professionals.
* Dedicated to whatever work assigned.
  + - * Good communication skills.

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**PERSONAL PROFILE:**

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| Name | | :  Navjot Kaur | |
| Father Name | | :  Sulakhan Singh | |
| Date of Birth | | :  28/06/2002 | |
| Gender | | : Female | |
| Marital Status | | : Unmarried | |
| Nationality | | :  Indian | |
| Permanent Address | | : Village Kang Po Dhariwal,Gurdaspur ,PIN:143519, Punjab India. | |
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**Declaration**

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

**Navjot Kaur**