**RESUME**

**JASVEER KAUR**

Village: - Thal ,Tehil

Tehsil: - Rajpura,Patiala

PIN: 140417, PUNJAB

INDIA.

Contact No- +91-7681945720

Email id: - jasveerkaurd2000@gmail.com

|  |
| --- |
| **CAREER OBJECTIVE** |
| To perceive a career in a renowned firm with dedicated efforts and associate myself with an organization that gives me a chance to update my knowledge. |

|  |
| --- |
| **CORE COMPETENCIES** |
| * Good academic background. * To be punctual and discipline. * Ability to perform multi-tasks. * Ability to take responsibility. * Positive attitude towards life. |

|  |
| --- |
| **EDUCATIONAL QUALIFICATION** |
| * I have done IELTS overall-6.0, listening-6.0, reading-5.5, writing-6.5, and speaking-5.5. * I have done Bachelor of Computer Application for ARVI University in July 2017 to September 2020 with 68.2%. * I have done senior secondary for Fateh Senior Secondary School, Rampura Phul (Bathinda) Affiliate from PSEB in March 2017 with 70%.and my English Percent is 70%. * Done Matriculation for Govt. High School, Dhaula (Barnala) Affiliated from PSEB in March 2015 with 71%. |

|  |
| --- |
| **HOBBIES / INTERESTS** |
| * Reading Newspaper. * Watching T.V. * Playing games. |

|  |
| --- |
| **LANGUAGES KNOWN** |
| * English * Punjabi * Hindi |

|  |
| --- |
| **TALENT & ABILITY** |
| * I am person of dynamic nature of hard working: I love to do things with my ambition is to be a part in every step of growth and prosperity of the organic in turn is my growth and prosperity. * If you give me a chance, I assure you that I will perform my duties we and to the entire satisfaction of my superior. |

|  |  |
| --- | --- |
| **PERSONAL DETAILS** | |
|  | |
| **Father's Name** | Mr. Balwinder Singh |
| **Mother's Name** | Mrs. Harbans Kaur |
| **Place of Birth** | Barnala, Punjab |
| **Date of Birth** | 06/10/2000 |
| **Passport Number** | R3266015 |
| **Gender** | female |
| **Marital Status** | Unmarried |
| **Nationality** | Indian |

|  |
| --- |
| **DECLARATION** |
| I hereby declare that the above information is correct and best describes the person of I am. |

**Date:**

**Place:**  **(JASVEER KAUR)**