

RESUME

MEENAKSHI

Address – House no-596, Street no-24, Bachan
Singh Nagar Ludhiana Pin-141001
Email: meenakshikhatri070@gmail.com
Number – 8699464507

CAREER OBJECTIVES :-

To work with an organization where can learn new skills and increase my abilities for the organization goals as well as myself.

EDUCATIONAL QUALIFICATIONS:-

Graduation (BCOM Hons) completed from Panjab University (Ludhiana) in the year 2024.
Intermediate passed from Punjab School Education Board in the year 2021.
Matriculation passed from Punjab School Education Board in the year 2019.

EXPERIENCE:-

I have 3 month work experience in ICICI Bank (Jalalabad) in the position of RM .

SKILLS:-

1. Knowledge of MS Office (Excel ,Word & Powerpoint)
2. Excellent communication skills both verbal and written.
3. Strong analytical problem solving and task completion skills.

ACHIEVEMENTS & AWARDS:-

- 1.Computer Application Course
- 2.Professional Grooming Course
- 3.NIIT Relationship Manager Course

ACTIVITIES:-

- 1.Sports
- 2.Group Discussion
- 3.Extra curricular activities

PERSONAL DETAILS:-

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|----------------|-------------------------|
| Date of Birth | 09-08-2003 |
| Gender | Female |
| Marital | Unmarried |
| Language Known | Hindi, English, Punjabi |
| Nationality | Indian |

I here by declare that the above information is true and the details provided belongs to me.

Meenakshi