




Ramandeep Kaur

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PROFESSIONAL SUMMARY

Hardworking, highly motivated professional eager to lend combined knowledge and skills to enhance business performance. Operates well in both individual and team capacities, leveraging seasoned work ethic to quickly adapt to different processes and drive company objectives. Resourceful and results-driven with a passion for growth and efficiency to meet company needs and increase service value.

SKILLS

Excellent Communication

Flexible and Adaptable

Decision-Making

Written Communication

Problem Solving

Calm Under Pressure

Team Work

Time Management

Analytical and Critical Thinking

Attention to Detail

Microsoft Office

EDUCATION

BACHELOR OF COMPUTER APPLICATIONS IN COMPUTER APPLICATIONS, Bathinda
Malwa College, June 2024

HIGH SCHOOL DIPLOMA, Bring Khera
Jawahar Navodaya Vidyalaya, May 2021

REFERENCES

References available upon request

LANGUAGES

- Hindi**
Native
 - English**
Advanced
- Punjabi**
Native