

CAREER OBJECTIVE

Efficient and focused student with proven knowledge of performance evaluation, good communication skills, instructional techniques and organized and adaptive working methods. Aiming to leverage my abilities to contribute to your organization and simultaneously further my experience in the work field.

SKILLS

Verbal and Written Communication	● ● ● ● ●	Adaptability	● ● ● ● ●
Team Work	● ● ● ● ●	problem solvingskills	● ● ● ● ●
Time Management	● ● ● ● ●	MS office	● ● ● ● ●
Testing and Grading	● ● ● ● ●		

EDUCATION

Bachelor of technology

Guru nanak dev engineering collage Jul 2017 - Apr 2021

- CIVIL ENGINEERING
- CGPA: 7.64

12th standard

GMT public school May 2016 - May 2017

- Subjects taken : English , Mathematics , Physics, Chemistry, physical
- education percentage-91.2%

10th standard

GMT public school May 2014 - May 2015

- subjects taken- english,mathematics,social
- science,hindi,punjabiCGPA- 9.6

LANGUAGES

English	● ● ● ● ●	Punjabi	● ● ● ● ●
Hindi	● ● ● ● ●		

IELTS

IELTS

Overall Band Score: 7.0

Listening: 7.5

Reading: 7.0

Writing: 6.0

Speaking: 6.5

HOBBIES

Writing cooking
Reading

EXPERIENCE

VISA FILLING OFFICER

ILETS ACHIEVER & IMMIGRATION CONSULTANT

DUTIES- overseeing payroll,managing assistants,filling tourist
Visa,Visitor Visa,Super Visa.