

Resume

Ms. NAVJOT KAUR

D/O- Tarlochan Singh

Address- VPO Wadala Granthian

Teh Batala, Gurdaspur

Punjab (143506), India

Mob. – (+91) - 7347203283

Email- navjot98.wadala@gmail.com

➤ **Career Objectives**

- To serve and contribute my acquired skills and knowledge towards an organization growth and Development and to do the work with great zeal for organization growth.

➤ **Educational Qualification:**

- Passed 12TH from Central Board of Secondary Education in the year 2018.
- Passed 10TH from Central Board of Secondary Education in the year 2015.
- Passed Bachelor of Computer Application from Guru Nanak Dev University in the year 2018.
- Passed Master in Computer Application from Chandigarh University in the year 2021.

➤ **Hobbies :**

- Listening Music
- Internet surfing
- Playing Games
- Dancing
- Travelling

➤ **Value and Strength:**

- Personal- Sincere, Honest, Committed, Well adaptive with cross culture people.
- Professional- Goal oriented approach, Positive Attitude, Leadership, Team work, Dedication, Punctuality.

➤ **Interests:**

- Learning new task.
- Help everyone.
- Developing public relation.
- Net surfing.

- Doing effective & efficient work.

➤ **Personal Details:**

Name : Ms. Navjot Kaur
Father's Name : Mr. Tarlochan Singh
Date of Birth : 26-01-1998
Gender : Female
Marital Status : Unmarried
Nationality : Indian
Language : English, Hindi & Punjabi

➤ **Declaration:**

- I hereby declare that all the above information is true and correct to the best of my knowledge and belief.

Date:

Place:

(NAVJOT KAUR)