

# **CURRICULUM VITAE**

## **SHIVANI**

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Address: VPO SAKRA

DISTT, KAITHAL

Pin: 136021, PUNJAB, INDIA

### **CAREER OBJECTIVES:**

Secure a responsible career opportunity to fully utilize my training and skills and a highly hard-working individual to achieve my goals.

### **ACADEMIC QUALIFICATION:**

- Done Matriculation in 2015 from Board of School Education Haryana.
- Done Senior Secondary Education in 2017 from Board of School Education Haryana.
- Done Bachelors of Business Administration from Guru Jambheshwar University of Science and Technology during the session 2018-21.
- Done Duolingo and secured 105 score.

### **PERSONAL SKILLS:**

- Punctuality
- Responsible
- Honesty
- Team Spirit
- Interpersonal Skills
- Excellent Communication Skills

### **PERSONAL PROFILE:**

- Father's Name: MAHINDER
- Mother's Name: REKHA DEVI
- Date of Birth: 21<sup>st</sup> AUGUST 2000
- Marital Status: UNMARRIED
- Gender: MALE

- Languages Known: HINDI, ENGLISH, PUNJABI
- Nationality: INDIAN
- Hobbies: READING NOVELS, LISTENING MUSIC, EXPLORING NEW PLACES

**DECLARATION:**

I hereby declare that all the information mentioned above is true to my knowledge and I bear the responsibility for the above mentioned particulars.

**Regards**

**SHIVANI**