

RESUME

NAME- RUBY KHATOON

Address

AT- Koel Bank, Khariya Bahal

PO- Panposh

PS- Raghunathpali

Dist. – Sundargarh (Odisha)

Pin- 769004

Contact no: 7077737318

OBJECTIVE:

- To work in a creative & challenging atmosphere which provides appropriate opportunities for learning & give scope to solution of the problems come through out the working period.

EDUCATIONAL QUALIFICATION:

- Completed 10th under BSE, ODISHA in year 2015 for 58%.
- Completed +2 COMMERCE under CHSE, ODISHA in year 2017 for 48%.
- Completed B.Com (ACCOUNTANCY HONS.) under SAMBALPUR UNIVERSITY, ODISHA in year 2020 for 52%.

STRENGTH:

- Positive attitude, Honest
- Self-Motivated
- Good leadership qualities, hardworking, Sincere

LANGUAGES KNOWN:

- Hindi
- odia
- English

HOBBIES:

- Social works
- Roaming with friends
- Listen music
- Making friends

PERSONAL DETAILS:

- Father's Name :- MD AMIN ALAM
- Date of Birth: 20/12/1998
- Gender: Female
- Nationality: Indian
- Marital Status: Un-Married
- Religion: Muslim

PERSONAL SKILL:

- Comprehensive problem solving abilities, excellent verbal and communication skill, ability to deal with people diplomatically. Willingness to learn facilitator hard worker.

DECLARATION:

I hereby state that the above written particulars are true to the best of my knowledge and belief.

Date: 12.04.2023
Place: Poverkela

Parvī Khatun
(Signature)