

# ***CURRICULUM VITAE***

**SHUBHRA PAUL**

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## **CAREER OBJECTIVE:**

Seeking a career to enrich my qualities by my knowledge, personal skills to gain comprehensive understanding at a reputed organization so as to take responsibility and contribute significantly.

## **ACADEMIC QUALIFICATION:**

<b>CLASS/ DEGREE</b>	<b>BOARD/ UNIVERSITY</b>	<b>SCHOOL/COLLEGE</b>	<b>YEAR OF PASSING</b>	<b>PERCENTAGE/ C.G.P.A</b>
+3 Commerce	Kolhan University, Chaibasa	Baharagora College, Baharagora	2018	68.38
+2 Commerce	Jharkhand Academic Council, Ranchi	Baharagora College, baharagora	2015	61.4
10 <sup>th</sup>	Jharkhand Academic Council, Ranchi	Baharagora High school, baharagora	2013	73

## **IT CREDENTIALS:**

- *Operating System:* Microsoft Windows:XP, Vista,7,8,10,11
- *Office package:* Microsoft Office (word, Access, Powerpoint)
- *PGDCA From Chanakya Institute of Management & Studies*

## **PERSONAL TRAITS:**

- Good leadership skill to set goal, empowerment and performance evaluation.
- Strong Problem solving skills to resolve issue quickly and fairly.

## **PERSONAL QUALITIES :**

- Good verbal and literal skill in English, Hindi & Oriya.
- Good leadership and management qualities.
- Able to work as a team, co-ordinative and co-operative.
- Comprehensive problem solving capacity.

## **HOBBIES :**

- Singing song & Listening Music
- Playing indoor games
- Travelling
- Gardening
- Reading Books

## **STRENGTH :**

- Positive Attitude
- Good Interpersonal skill
- Good Sense of Humor
- Active Listener

## **LANGUAGE KNOWN:**

- Read: Oriya, English, & Hindi
- Write: Oriya, English & Hindi
- Speak: Oriya, English & Hindi

## **PERSONAL VITAE:**

Father's Name : Mr. Pradip Kumar Paul  
Mother's Name : Mrs. Niyati Paul  
Date Of birth : 28 April 1998  
Gender : Female  
Marital Status : married  
Nationality : Indian

Address (Present/Permanent) : Qr. No-E/156  
AT-Sector 22, Fertilizer Township  
:PO-Rourkela-07  
:P.S- Tangarpali  
: DIST- Sundargarh  
: STATE- Odisha  
: PIN- 769007

## **Declaration**

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge. I understand that my candidature will be cancelled if the information is found to be false or incorrect.

**Place:**

**Date:**

**Shubhra Paul**