

RESUME

PALAK SHARMA

Tea Estate, Banjarawala, Dehradun- 248001

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OBJECTIVE

Course	School/Collage	Board	Year
Bachelor in Business Administration	SGRRU	-	-
H.S.C	JANKI CHILDREN ACADEMY	CBSE BOARD	2020
S.S.C.	JANKI CHILDREN ACADEMY	CBSE BOARD	2018

Seeking a Challenging and Learning Environment in a growth within company where I can apply my abilities with Enthusiasm, Motivation and diligence to contribute progressively in meaningful manner with in a team atmosphere to meet company and personal goals.

WORK EXPERIENCE :

Done 45 days human resource internship in Kanishk surgical and super speciality hospital Ajabpur,Dehradun.

PERSONAL ATTRIBUTES:

- ☐ Organized, accurate and determined, dedicated & sincere towards work.
- ☐ Enjoy working with people-build strong relationships.
- ☐ Good listener and quick learner.

COMPUTER EFFICIENCY:

- ☐ Basic Computer knowledge

HOBBIES:

- ☐ Surfing Internet
- ☐ Watching Movies,
- ☐ Cooking
- ☐ Going out with family and friends.

PERSONAL DETAIL :

Date of birth	: 06 JAN 2002
Nationality	: Indian
Gender	: Female
Marital status	: Unmarried
Languages known	: English, Hindi

Place: DEHRADUN

(PALAK SHARMA)