

RESUME

SHREYA DIGAR

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Address: Vill - Natun Diyara, PO - Nayabad, PS - Narendrapur,

Dist - South 24 Parganas, Kolkata - 700152

Career Objective

To secure a position where I can effectively contribute my skills and potential towards the growth of the organization, while continuously learning and developing my professional capabilities.

Core Competencies

- Strong analytical and problem-solving skills
- Good managerial and coordination abilities
- Optimistic and goal-oriented
- Effective team player

Educational Qualification

- B.A. (3rd Year), -NSOU - 71.35%
- Higher Secondary, W.B.C.H.S.E (2019) - 74.40%
- Secondary, W.B.B.S.E (2017) - 58.57%

Computer Proficiency

- Diploma in Computer Application (DCA)
- Diploma in Computer Teacher Training
- Shorthand & Typing

Professional Experience

- PACE Shetter Business Solution Pvt. Ltd. (Retention Dept.)
- Okay Call Center (Sales Dept.)
- Ratanbali Investment (Data Entry Operator)

Languages Known

- Bengali
- English
- Hindi

Personal Information

- Date of Birth: 5th September 2001
- Father's Name: Bikash Digar
- Gender: Female
- Marital Status: Unmarried
- Nationality: Indian
- Religion: Hindu

Hobbies

- Listening to music
- Photography

Declaration

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

Date:

Place: Kolkata

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Shreya Digar