

## Neetu

1, Para Vihar Colony,  
Near St. Marys School  
Para Road Rajajipuram  
Lucknow – 226017  
Mobile- 7007513375

Email ID – [Neetustar991@gmail.com](mailto:Neetustar991@gmail.com)

LinkendIn – <https://www.linkedin.com/in/neetu-singh-182605150>

---



### **CAREER OBJECTIVE:**

To Build Career In A Growing Organization, Where I Can Get The Opportunity To Prove My Abilities And Teaching Skills, Improve My Knowledge With Latest Trends And Be A Part Of The Team That Works Dynamically By Accepting Challenges.

### **EDUCATIONAL QUALIFICATION:**

- 10<sup>th</sup> Class passed from U.P. Board in 2010
- 12<sup>th</sup> Class passed from U.P. Board in 2012
- Graduation B.A. from Lucknow university in 2015
- Post graduation M.A. from Kanpur university ( in Political Science) 2017

### **TECHNICAL QUALIFICATION:**

- Advance Diploma in computer application from AIIT in 2011
- Stenography Hindi From I.T.I. Aliganj Lucknow
- CCC(Course On Computer Concept) From NEILIT October 2018
- Pursuing Advance Diploma In IT Networking and Cloud Computing from NSTI Noida.

### **COMPUTER PROFICIENCY:**

- MS Office- Word, Excel, Access, Power Point Presentation
- Internet- Mail Management
- Data entry- Hindi Typing, English typing
- HTML, CSS, PHP, JAVA(basic), Mysql, AWS.
- Able to design Website (Beginner Level)

### **ACHIEVEMENTS:**

- Got certificate of participation for Cisco artificial intelligence in 2020.
- Got awarded in graduation for helping Orphanage as Volunteer in 2015.
- Got Certificate and Medal From ABVP for ranking 1<sup>st</sup> in 12<sup>th</sup>.

## **BADGES:**

- **SKILL-BUILD:** Introduction to Web Development.
- **SKILL-BUILD:** Web developer Foundation.
- **SKILL-SOFT:** Skillsoft CompTIA A+: Basic Cable Types
- **SKILL-SOFT:** Using Active Listening in Workplace Situations
- **SKILL-SOFT:** Making an Impact with Non-verbal Communication
- **SKILL-SOFT:** CompTIA A+: Installing Hardware & Display Components
- **SKILL-SOFT:** Audience and Purpose in Business Writing
- **SKILL-SOFT:** Clarity and Conciseness in Business Writing
- **SKILL-SOFT:** Effective Team Communication

## **PROJECTS:**

### **1. Hostel Management System**

- **Objective-** This Project is designed in favour of the Hostel Management which helps them to save the record of the students about their rooms and other things.
- **Team-** In this project there are 04 members.
- **Role-** I worked as a Team member. I am responsible for frontend development using Html and Css.

### **2. ADIT Result Management System**

- **Objective-** The main objective of the ADIT Result Management System is to manage the Details of Student result, Progress.
- **Team-** In this project there are 04 members.
- **Role-** I worked as a Team member. I am responsible for frontend & Backend development using Html, Css php and mysql.

### **3. Library Management System**

- **Objective-** The main objective of the Library Management System is to manage the Details of Books, Member, book issues, .
- **Team-** In this project there are 04 members.
- **Role-** I worked as a Team member. I am responsible for frontend & Backend development using Html, Css php and mysql.

## **STRENGTH:**

- Punctuality, Honesty, Leadership Quality & Hard-working
- Friendly Nature, Positive Attitude

### **CERTIFICATION:**

- Completed 50+ Skill Build Certificates of Introduction to HTML5, Cloud Computing, HTML5 & Css3, Tuples and Dictionaries, Basics of Python Programming, MongoDB Introduction, Introduction Of SQL, RDBMS Fundamentals, PHP Basics, Installing MySql and Php packages, Learn by Doing: HTML , Web Developer Foundation, Welcome to coding Land, and Many more.

### **WORK EXPERIENCE:**

I have Worked as Investigator Grade II (On contract basis) in Ministry of Labour and Employment Labour Bureau with effect from 31/January/2017 to 31/March/2018. My assigned work was:-

- I was engaged in the price audit and repeat house rent survey work under CPI-IW scheme by undertaking extensive tours of Northern India. I was also entrusted in checking, scrutiny of data and preparation of price inspection reports. I had assisted to senior officers in imparting of training programs falling under the states of Northern India in respect of Consumer Price Index numbers for Industrial Workers (CPI-IW) and also engaged in supervisory and other official work related to Establishment and Cash.

### **HOBBIES:**

- Dance
- Games
- Travelling
- Cooking

### **PERSONAL PROFILE:**

Fathers Name	:	Mr. Vijay Pal Singh
Date of Birth	:	12-09-1995
Gender	:	Female
Marital status	:	Unmarried
Language Known	:	Hindi, English
Nationality	:	Indian

### **DECLARATION:**

I hereby declare that all the information stated above is correct to the best of my knowledge and beliefs.

**Date:**

**Place:**

**(NEETU)**