## **CURRICULUM-VITAE**

**RINKU** 

S/o Sh. Srichandra Pal

Vill-Senpur, Post-Kisundaspur, Thana-Husainganj,

Distt-Fatehpur (U.P.)-212654

Con: - 9027882735, 7456064940

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## **Career Objective:-**

I want to work with a well-organized company. Where, I can utilize my skills with new ideas and with the process of learn and earn.

#### **Academic Qualification:-**

- High School with II<sup>nd</sup> Division from U.P. board, Allahabad in 2005
- Intermediate with II<sup>nd</sup> Division from U.P. board, Allahabad in 2007
- B.A. with II<sup>nd</sup> Division from C.S.J.M. University, Kanpur in 2010
- M.A. in HINDI with III<sup>rd</sup> Division from C.S.J.M. University, Kanpur in 2016

## Computer Application:-

- Diploma in Computer- Dos, Windows, M.S.Office (Word, Excel -(VLookup, HLookup, Sumif, Countif, Index, Match, Pivot table, Chart, Dashboard, Power BI), Power Point, Accounting, Tally, & Internet Browsing., D.T.P. & Internet Browsing-2010.
- CCC Certificate From Nielit in September. 2015
- Certificate of "Data Analytics" from Ira Edu Tech, in 22 September.,2023

## Financial Accounting:-

• Tally (9.0) +Accounting.

## **Experience:-**

- I have been working as a Senior Computer Operator in **Patanjali Yogpeeth** (**Trust**), Haridwar, Uttarakhand since Sep. 2009 to till date.
- Knowledge of Hindi & English Typing and Graphic Designing
- **5 Year Experience** of IT and Social Media "B.S.T. Office" Work in Patanjali Yogpeeth (Trust), Haridwar, Uttarakhand.
- 2 Year Work Experience in "UTTARAKHAND YOGASANA SPORTS ASSOCIATION" STATE as IT WORK MANAGER & ZOOM MANAGER in Patanjali Yogpeeth (Trust), Haridwar, Uttarakhand.

## **Hobbies:-**

Reading Book

## **Positive Points:-**

Self-confidence
Hard-working

### Aim:-

• The aim of my life is to be self dependent in my life with my own efforts.

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# **Personal Detail**

Name : RINKU

Father's Name : Sh. Srichandra Pal

Date of Birth : 10<sup>th</sup>-Sep.-1989

Gender : Male

Marital Status : Married

Nationality : Indian

Language Known : Hindi & English

Contact No. : 9027882735, 7456064940

Place: Fatehpur (U.P.)

Date :22/09/2023 (RINKU)