



ADITI VERMA

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8471014924 

Beli Road New Katra Prayagraj 

Objective

Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

Experience

- **Internship**
Subham-de-Labs
Done internship in talent acquisition department of Human resources

Education

2015 **10th ICSE**
Bishop Johnson school and College

2017 **12th ISC**
Bishop Johnson School and College

2020 **B.Com**
University of Allahabad

Skills

Know the working in software Tally ERP 9

Proficient in MS - Office

Effective team management

Good communication skill

Quick learner

Leadership skills

Adaptability

Public speaking

Achievements & Awards

Got first prize in Basketball as captain in inter house competition

Got first prize in extempore at Alfresco

Awarded best performer for consecutive 3 years in drama

Personal Details

Date of Birth : 05/07/1999

Nationality : Indian

Language : Hindi & English

Interests

Calligraphy

Basketball

Drama

Cooking

Declaration

I hearby declare that above information is true , correct and complete to the best of my knowledge and belief.