



**SHREYA SINGH**

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## **Objective**

I am a highly driven commerce graduate seeking a full time position in a company where i can lead my knowledge to help your organization improve profitability. I seek challenging opportunities where i am fully use my skill for the success of the organisation. A school debate competitor or a sports person i always inhance my skills,capabilities and knowledge is an organisation which recognise the value of hard work and trust me with responsibility. Have a good knowledge in computer course ( tally , digital marketing, ccc). a content writing and audit work knowledge I always give my best to company.

## **Education**

|           |   |
|-----------|---|
| 2016-2019 | <b>Awadh girls post graduate college</b><br>Bcom              |
| 2015_16   | <b>Canossa convent girls inter college</b><br>Commerce<br>74% |
| 2014      | <b>Canossa convent girls inter college</b><br>Commerce<br>78% |

## **Skills**

Sales Accounting Auditing Typing Team building Creative mind Freelance Data entry operator Communication Time management Project management Content Writing Computer skill: ( ms office, tally ,ccc) Ability to work under pressure Negotiation skill.

## **Achievements & Awards**

I was awarded for public speaking and debate competition in school.

## **Language**

English, hindi ,Italian (beginner).

## **Interests**

Participating in cu curricular activities in school and college functions. Social media blogger with fitness enthusiasm. Learn to new languages. Cooking different types of food ( indian,Italian, etc..

Surfing through internet, photoshop, photography, public speaking,learn and practice physcallogy activities.

## **Activities**

Farming activities, learn new languages, watching documentaries and faishon shows over the weekend. Learn dance and baking through online classes.