

RESUME

MANMEET KAUR

Permanent Address:-

7916, Guru Nanak Pura Mohalla,

Bathinda-151001

Mob. NO:-70873-61124

CAREER OBJECTIVE :-

My aim to be a complete professional focused on achieving excellence by making almost use of my abilities. I expect my learning to be enriched by working for a dynamic oArrganization and also believe in enhancing my abilities.

EDUCATION & QUALIFICATIONS:-

- ☐ 10th Passed from PSEB Mohali (Pb.) with 78%.
- ☐ 10+2 Passed from PSEB Mohali (Pb.) with 77.55%.
- ☐ B.Com. Honors passed from Punjabi University Patiala with 76.55%.
- ☐ M.B.A. passed from Dept. of Business Studies Guru Kashi University Talwandi Sabo, Bathinda in 2023 with 80%.

SOFT SKILLS & OTHER EXPERIENCE:-

- ☐ Two year Teaching experience in Punjab Institute Technology Nandgarh in MRSPTU.
- ☐ Basic computer Knowledge.

STRENGTH:-

- ☐ Hardworking and systematic in work
- ☐ Positive Attitude
- ☐ Flexible in nature and talking up the new responsibilities
- ☐ Good Communication Skills
- ☐ Good Deliver output in less time without losing efficiency.

PERSONAL DETAILS:-

- ☐ Father's Name :- S. Darshan Singh
- ☐ Date of Birth :- 20-07-2000
- ☐ Nationality :- Indian
- ☐ Marital Status :- Unmarried
- ☐ Gender :- Female
- ☐ Language Known :- English, Punjabi & Hindi.

DECLARATION:-

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

Date.....

Manmeet Kaur

