

Resume

Baljit Singh

S/O Ranjit singh

Thanai tea estate

PO- Dikom

PS-Rohmorja

Dist – Dibrugarh Assam

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OBJECTIVES:

- To be a successful professional with the responsibility to facilitate the growth.
- Effectiveness of an organization and ensure the success of the organization.

ACADEMIC QUALIFICATIONS:

SL NO	EXAMINATION	BOARD/UNIVERSITY	YEAR
1	H S L C	S.E.B.A	2010
2	Higher Secondary	S.E.B.A	2012
3	B. Com	DIBRUGARH UNIVERSITY	2015

COMPUTER PROFICIENCY:

- Basic Computer knowledge and Internet.
- MS Excel, MS. Office and MS Power point
- Diploma in computer application.

PROFESSIONAL EXPERIENCE:

Organization : **AXIS BANK**
Designation : **SALES OFFICER**
Duration : **6 MONTH**
Location : **Dibrugarh**

PROFESSIONAL TRAINING:

- **CERTIFIED FROM COMMERCIAL INSTITUTE IN PGDCA.**

KEY STRENGTH:

- Hard working, committed to learn, excellent team player.
- Ability to work with speed and stretch myself professionally.

PERSONAL DETAILS:

- Father's Name : Ranjit singh.
- Date of Birth : 27/11/1993
- Gender : Male
- Nationality : Indian
- Religion : Hinduism
- Hobby : Listening to Music, Playing Cricket & Bike Riding

LANGUAGE KNOWN:

- Hindi : Read Write Speak
- English : Read Write Speak
- Assamese : Read Write Speak

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: - DECLARATION - :

I do hereby declare that the above mentioned informations are true to the best of my knowledge.

DATE: 27/05/17

PLACE: Dibrugarh

Signature of the Applicant



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Baljit Singh