**RESUME**

**Priya**

priya.313574@2freemail.com

**Career Objective**

To pursue a carrier in challenging field and utilizing abilities developed through experience and education that offer advancement opportunities.

**Strengths and Skills**

* Good team player, fast learner.
* Good analytical skills and problem solving ability.
* Self-Motivated and Result Oriented.

**Technical Knowledge**

* Tally
* Business Administration

**Academic Qualification**

* Grade 10th from PSEB, with a first class percentage of 62%.
* Grade 12th  (Commerce) from PSEB, with a second class percentage of 58.5%.
* Graduated with B.B.A(Bachelor of Business Administration ) Degree from Himachal Pradesh University with 60%.
* Post-Graduated with M.B.A (Master of Business Administration) degree from Sikkim Manipal University, with a first class percentage of 60%.

**Professional Certifications & Technical Course**

* Financial Accounting Using TALLY ( VAT) Course with O Grade (80%) from NICE.

**Projects, Seminars & trainings**

* 2 Months HR training in Verka Milk plant , MOHALI .

**Experience Summary**

* FRESHER

**Personal Particulars**

Date of Birth : 02feb 1994

Marital Status : Married.

Nationality : Indian.

Visa : Husband Visa

Interests : Internet surfing, typing, listening to music.

Languages :Hindi , English , Punjabi .

I hereby confirm that the information furnished above is true to the best of my knowledge. I request you to consider me as a proficient candidate, and if an opportunity is given to me, I will provemy worth.

PRIYA.