**APPLICATION RESUME**

**SOLANKI**

C/o-CONTACT NO: +971502360357

E-MAIL: **solanki.378082@2freemail.com**

**CAREER OBJECTIVE**

To work for the organization to the best of my knowledge and ability from where the organization could benefit from my service and provide me with quality work experience.

**ACADEMIC CREDENTIALS**

* I have passed my S.S.C Examination with 54%.
* I have passed my H.S.C Examination with 69.27%.
* I have passed my B.COM Examination with 52% with second class.
* I have passed my **I.T.I SOFTWARE PROGRAMMING** course of 1 year with 59%.
* I have passed my **TALLY 9.0(F.A.S)** course **first class**.

**EXPERIENCE:**

I have 2 **years experience as clerk and office administration work.**

**Veritasimmigration and education pvt. ltd.**

**EXPECTED SALARY**

As per your rules.

**INTERPERSONAL SKILLS**

* Ability to build up relationship and set up trust.
* Ability to cope up with different situations.
* Willingness to learn and work with great patience.

**PERSONAL DETAILS**

* **Date Of Birth:** 13 FEBRUARY 1988
* **Address:**23/ Ganpat society, Shahibaug,ahmedabad-4.
* Gujarat,India.
* **Nationality: Indian**
* **Hobbies**: Reading, Listening to soft music.

**DECLARATION**

* I hereby declare that the above information provided is true to the best of my knowledge.

 Hoping for a positive response from you.

**Solanki**