**RESUME**



**Seema**

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Email:- [seema.379054@2freemail.com](mailto:seema.379054@2freemail.com)

**CARRIER OBJECTIVE**

* To enhance my knowledge of skill in order to deliver services with best of my

excellence for the achievements of common goals of organization & society.

**CURRENTLY WORK EXPEREINCE**

I have **+2.9 Year Total Experience** in the field of Retail, Super Market, Restaurant & Shopping Mall. Presently I am working with **King and Queen Restaurant LLC.**

**EXPEREINCE DETAILS**

* Working with King and Queen Restaurant LLC. UAE From Sep, 2017 to Till Date. (Second VISIT VISA with King and Queen Restaurant as a Cashier. From 2 February 2018 to 2 May 2018)
* Job Profile: Presently working with King and Queen Restaurant LLC .UAE . as a **Cashier.**
* 1 year Experience as a Cashier / Receptionist in Aman dental clinic.
* 1.5 Year Experience as a Receptionist in Pooja beauty parlour india.

**COMPUTER KNOWLEDGE**

* MS office (MS Word, MS Excel) Power Point Good typing speed.
* Specialization in Accounts Course.
* Knowledge of Internet applications etc.

**EDUCATIONAL QUALIFICATION**

* 10th From Punjab Board INDIA
* 12th From Punjab Board INDIA

**LANGUAGES KNOWN**

* Hindi, English & Punjabi.

**PERSONAL DETAILS**

Father’s Name : Sh. Pappu Sehgal

Date of Birth : 10-07-1996

Marital Status : Unmarried

Nationality : Indian

**DECLARATION**

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