

RESUME



Sindha Vasantiben Surendrabhai



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Career Objective: To Get An Opportunity Where I Can Utilize My Potential To The Best And Contribute To The Growth Of The Organization.

Experience:

Overall Experience: 1 Year

**1.Gujarat State Road Transport Corporation (GSRTC) in Jambusar.
(1 Oct,2022 to 30 Sep,2023)**

- **1 Year experience as a apprentice trainee.**
 - Data entry
 - CCTV Operator
 - GPS Entry
 - Accounting Billing

Education Qualification:

Sr. No.	Qualifications	Board/University	Passing Year	Percentage (In %)
1.	S. S. C	G.S.E.B.-Gandhinagar	2014	54.62
2.	H. S. C (Art)	G.S.E.B.-Gandhinagar	2016	62.51
3.	I. T. I (COPA)	N. C. V. T.	2019	62.66
4.	B. A. (Gujrati)	V.N.S.G. University Surat	2019	58.6
5.	M. A. (Gujrati)	V.N.S.G. University Surat	2022	55

Computer Proficiency:

- MS Word
- MS Excel.(Adv.Excel)
- MS PowerPoint

Skills:

- BPL1 (Business Process Outsourcing)
- MLM (Material & logistics management)
- Teamwork
- Time Management
- Quick Disition Making
- Good Communication

Personal Details

- Full Name -: Vasantiben Surendrasinh Sindha
- Gender -: Female
- Marital Status -: Unmarried
- Date of birth -: 27/03/1998
- Language knowledge -: English, Hindi & Gujarati
- Interest & Hobbies -: Photography & Decoration
- Religion -: Hindu
- Nationality -: Indian

Declaration:

- I do hereby declare that the above information is true to best of my knowledge.

Place –

Date –

Your faithfully
(Sindha Vasanti)