

# **RESUME**

VASAVA NIRMALA

AT POST-JITALI

TA-ANKLESHWAR

DIST-BHARUCH

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## **❖ OBJECTIVE**

To work with an organization where can learn new skills and increase my abilities for the organizational goals as well as myself.

## **❖ EDUCATIONAL QUALIFICATION**

- **Shri M.H Kadakia Institute Of Management and Computer Studies, Ankleshwar**  
MBA IN HUMAN RESOURCE( HR )  
2024  
78%
- **Shri M.H Kadakia Institute Of Management and Computer Studies, Ankleshwar**  
BCA  
2020  
63%
- **Pioneer Secondary School , Jitali , Ta- Ankleshwar, Dist-Bharuch**  
Passed Out-12<sup>th</sup> Commerce  
Marks-59%  
2016
- **SMT M.T.M Shah Girls High School , Ankleshwar**  
Passed out -10<sup>th</sup>  
Marks-55%  
2014

## **❖ WORK EXPERIENCE**

- Having working experience as DEO ( Data entry operator ) at. ATC opposite asian paint chokdi since September-2020 to November- 2021.

## **❖ COMPUTER SKILLS**

- Known All Version of Windows And Knowledge of Internet Surfing.
- Well Knowledge of M.S Office.

**PROGRAMMING LANGUAGE : C ,C++,PHP**

**OPERATING SYSTEM : WINDOWS XP**

## **❖ PERSONAL PROFILE**

NAME : Vasava Nirmala  
DATE OF BIRTH : 26<sup>TH</sup> March 1999  
MARITAL STATUS : MARRIED  
LANGUAGE KNOWN : GUJARATI, ENGLISH ,HINDI  
NATIONALITY : INDIAN  
HOBBIES : READING , TRAVELING, WRITTING

**❖ DECLARATION**

I hereby declare that the information given by me is true and correct to the best of my knowledge and beliefs.

**PLACE:ANKLESHWAR**

**YOURS FAITHFULLY  
(VASAVA NIRMALA)**