

# **Bibek sharama**

Address-Kharagpur Malancha Road Old Ice Factory

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## □ Objective

I am seeking for the work where I can use my skills and improve the business to the make good future profits.

## □ Skills

- ✓ Effective Communication
- ✓ Adaptability
- ✓ Time management
- ✓ Conflict resolution.
- ✓ Confidence
- ✓ Enthusiasm
- ✓ Responsibility
- ✓ Problem-solving

## □ EDUCATION

- ❖ ITI (Electrician) Continue
  - ✓ Das college ,Balasore
- ❖ Higher secondary, 2020
  - ✓ 38%,(commerce) S.E.R.ly Mixed Senior Secondary High School
- ❖ Secondary ,2016
  - ✓ 55.1% S.E.R.ly Mixed High School

## □ Computer knowledge

- ✓ Ms-word
- ✓ Ms-excel
- ✓ Ms-powerpoint
- ✓ Typing work
- ✓ Copy paste work
- ✓ Data entry work

## □ PERSONAL DETAILS

- Father's name : Bibek Sharma
- Date of birth : 01/03/2000
- Marital status : Single
- Language known : Hindi, English.
- Gender : Male
- Nationality : Indian