

# Priyanshu

Self-motivated smart working an opportunity to work in a challenging environment to prove my skills and utilize my knowledge & intelligence in the growth of the organization.

#### **GET IN TOUCH!**

Mobile: +91-9794801651 Email: **9794801651a@gmail.com** 

#### **PERSONAL DETAILS**

Current Location Raebareli
 Date of Birth 10 July 2003
 Gender Male

#### **SKILLS**

Computer Operating

Skills Excel

- PowerPoint
- \_ Mathematics
- MS Word
- MS Office

### **LANGUAGES**

- Hindi (Both)
- English (Read/Write)

## **CERTIFICATIONS**

- Course on computer concepts
- DOEACC 'O' LEVEL

#### **PRESENT ADDRESS**

Semarpaha Lalganj Raebareli Uttar Pradesh 229206

#### **EXPERIENCE**

## Sahaj Janseva Kendra: - 1 Year

- 1:- Data Entry for Application Feeding Rashan Card for E district Site.
- 2:- Photo Copy & Print out for Public.
- 3:- Pan card Apply in portal.
- 4:- Aadhar card print and Lamination.
- 5:- Digital Work for Government sites.

#### NIpco Group: - 6 MONTH

- 1:- filing physical file.
- 2:- Data Entry for as per delegation task.
- 3:- Uploading Google form.
- 4:- Delegation task filling in google sheet.
- 5:- Process coordination in office work.
- 6:- Making Report as per requirement in google sheet.
- 7:- FMS step by step working checking and create pending report.

#### **EDUCATION**

#### **Graduation**

Course BSc (Moth)

University University of Lucknow

Score 65%

## Class XII

Board Name Uttar Pradesh

Medium. Hindi Year of Passing 2021 Percentage 81%

## Class X

Board Name Uttar Pradesh Medium Hindi
Year of Passing 2019
Percentage 80%