

Name-Surya Prakash Dwivedi

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Address- G- Block ,Sector 22,Noida -201301

<u>Objective</u>- To work a pragmatic way in an organization where I can show my talent and enhance my skills to meet company goals and objective with full integrity and zest.

Education-

| University/College | Course | Year of Passing | Status |
|---|---|--------------------|--------|
| United Institute of Management Prayagraj | Bachelor of Computer Applications(BCA) | 2019 | 60% |
| K P Inter College Prayagraj | 12th | 2015 | 71% |
| F B Singh Inter College Prayagraj | 10th | 2013 | 79.16% |

Additional Course - CCC (Course on computer concept), O level

Key Skills –

- Computer Literacy, customer service management, team work, leadership management, problem solving, hard Working, communication, time management, easily adjusts in all situations.
- > <u>Hobbies</u>- Traveling, Surfing on internet, watching movies, listening songs.

Language-

English-60% Hindi-80%

<u>Basic Knowledge</u>- Computer Operations (MS WORD, MS EXCEL, MS Power Point), Data Entry, JAVASCRIPT, HTML, CSS,

Experience-

| Airtel Noida | Inside Sales Executive | 1 year |
|---|-----------------------------------|-------------------|
| lenergizer (OYO ROOMS) Noida | Sr. sales Executive | 6 Months |
| District Urban Development Agency (DUDA Prayagraj) | MIS Executive | 1.6 year |
| Byjus Exam Prep Noida | Business Development Associate | 6 Months |
| Suwasthi Ltd (Greater Noida) | Inside Sales Executive | Currently Working |