



Sushil kumar Dwivedi

Address:

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Career Objective:-

To Seek a Challenging and growth oriented career in an esteemed organization, to work searching a quality environment where my knowledge and experience can be shared and enriched.

Academic Qualification:-

<u>S.NO</u>	<u>Class/Graduation</u>	<u>Board/University</u>	<u>Year</u>	<u>Percentage(%)</u>
1.	10 th	Board Of Secondary Education, Rajasthan.	2012	43.33%
2.	12 th	Board of senior Secondary Education, Rajasthan.	2014	51.00%
3.	RKCL	Vardhaman Mahaveer Open University, kota.	2014	66.00%
4.	B.A	Maharaja Ganga Singh University, Bikaner.	2017	56.00%
5.	M.A	Maharaja Ganga Singh University, Bikaner.	2020	50.00%

Computer Skill:-

1. Rajasthan State-Certificate In Information Technology (RS-CIT) (RKCL)
2. MS Word, Advanced MS Excel, MS Power Point, (Google Sheets, Google Docs, Google Slides, Google From,) Internet Etc.
3. Tally ERP 9, Tally Prime
4. E-mail , G-Mail
5. Internet , Google Chrome , Firefox
6. CCC (NIELIT)

Work Experience:-

1. Clerk Cum Computer Operator, And Data Entry Operator, Google Sheets. Etc, (**LUCKY MODEL SR. SEC. SCHOOL**)
2. Accountant (Tally ERP9 And Tally Prime) (**Herb Elixir Retail Pvt. Ltd**)
3. MIS Executive, (**LUCKY MODEL SR. SEC. SCHOOL**)
4. English Typing Speed 30WPM,
5. Factory Supervisors (**Krishna Industries Pvt.Ltd**)

Personal Details:-

1. Date of Birth - 13/May/1994
2. Marital status - Married
3. Caste - Brahmin

Language Knowledge:- (Hindi, English)

1. Category - UR (GENREL)
2. Gender - Male
3. Religion - Hindu
4. Nationality - Indian