Flat No, Building,

Address Line 1

Address Line 2

Full NAME

Email: XYZ@gmail.com

Phone: contact no.

#  CURRICULUM VITAE

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|  **Career Objective** | To work in a dynamic business environment that provides me a vide spectrum of experience and exposure.To bring a dynamic portfolio of skills and to serve with positive attitude and efficiency so as to align self-development with organization’s development. |

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|  **Professional Qualification** |   **C.A - CPT** Cleared in the month of\_\_\_\_\_\_\_\_\_ **C.A - PCC** Cleared in the month of \_\_\_\_\_\_\_\_\_. **C.A- FINAL** Cleared in the month of \_\_\_\_\_\_\_\_\_.  |

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|  **Academic****Qualifications** |   **B. Com (MUCC, Pune University)**  \_\_\_\_\_ %, March \_\_\_\_\_ **H.S.C. (Odisha Board**) \_\_\_\_\_ %, March \_\_\_\_\_ **S.S.C. (CBSE)** \_\_\_\_\_ %, March \_\_\_\_\_ Stood 1ST & 2nd Rank respectively in 11th & 12th Examination. |

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| **Work Exposure, Interest & Article ship** | Work Experience- Working with \_\_\_\_\_\_\_\_\_\_, a subsidiary of an Indian company from \_\_\_ to till date.As an \_\_\_\_\_\_\_\_\_\_, Responsible for its \_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_.Managing \_\_\_\_\_\_\_\_\_\_.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.My Interest Area: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Articleship: With M/s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_.Major Companies I have worked with during my Articleship:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |

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| **Computer Skills** | * Completed 100 Hrs of ITT training under ICAI, Pune.
* MS Excel, MS Word, MS PowerPoint
* Tally 9.0, Tally ERP

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| **Extra-Curricular Activities** | * Placed 2nd in drawing competition in school.
* Played Badminton tournament in District level.
* Elected as Batch Leader in GMCS classes conducted by ICAI.
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| **Hobbies** | * Reading Fiction Books- Indian Authors
* Listening Songs, Watching Movies
* Travelling- Particularly new places
* Playing Cubes, Playing Cards
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| **Personal Details** | * Father’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Languages Known: \_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Place: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Marital Status: \_\_\_\_\_\_\_\_\_\_\_\_\_
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