Flat No, Building,

Address Line 1

Address Line 2

Full NAME

Email: [XYZ@gmail.com](mailto: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. |
| **Hobbies** | * Reading Fiction Books- Indian Authors * Listening Songs, Watching Movies * Travelling- Particularly new places * Playing Cubes, Playing Cards |
| **Personal Details** | * Father’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Languages Known: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Place: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * Marital Status: \_\_\_\_\_\_\_\_\_\_\_\_\_ |