

RESUME

OBJECTIVES :-

To obtain a position in a progressive organization that provides growth through challenging assignments where my skills can be put to optimum use and contribute towards the common goal of the organization.

Name Mukesh Kumar Verma
Father's Name Mr. Vishnu Prakash Verma
Address Bagar Road Ganesh Mandir
Marg Moti Singh Ki Dhani
Dist. Jhunjhunu
Date of birth July 31st, 1982
Marital status Married
Language know English, Hindi
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Academic Qualifications :-

S. no.	Name of Exam	Board / University	Year	Percentage
1	Secondary school	BSER ,Ajmer	1999	40.00
2	Senior Secondary	BSER ,Ajmer	2001	50.08
3	B.A. II Year	University of Rajasthan, Jaipur	2003	

Work Experience :- (In order of Tenure)

Since 2009

Organization: - Jhunjhunu Academy (C.B.S.E)
Duration :- Till Date since 2009.
Roles :- Junior Accountant Clerk
:- Assistant Head of Admission Cell.
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Till 2010

Organization :- Birla Sun Life
Duration :- 3 year (2010 to 2013)

Till 2001

Organization : - Fevicol Agency
Duration : - Five years (2001 to 2005)
Role : - Salesman

Operating Systems Used MS-DOS, Word Excel
Software Used MS-Office, School Software and Tally 9.0

Declaration:-

If given opportunity to serve I assure that my performance would be whole hearted, dedicated and always to the best of my capacity and the prestige of the institute

Date: -----

Place: -----

(Mukesh kumar verma)