

CURICULLUM VITAE

Leelima Shrivastava

Add- 418/89 Gadhi Peer khan,Thakurganj,Lucknow- 226003

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Objective

To be a part of the Company and contribute towards the growth and the direction of the organization through the application of my skill set and sincere belief.

Academic Qualification:

- M.B.A (HR, Marketing) AKTU,Lucknow(2021)
- Graduation from Lucknow University in 2019.
- Intermediate from UP Board in 2016.
- High School from UP Board 2014

Language known:

- English
- Hindi

Other Qualification:

- Certificate Of General Knowledge In Bhartiya Sanskriti Gyan Pariksha in the year 2014.
- Certificate Of Honors in Debate Competition in the Year 2016.
- Certificate OF Honors In Dance Computation in U.P. Mahotsav in year 2016.

Technical Qualification:

- Diploma in I.T Help Desk
- Diploma in Profession Tally ERP-9
- ADCA
- Course on Computer Concept (CCC)
- Typing English & Hindi
- MSIL Training

Experience:

❖ **Shining Star's IT PVT LTD (30-Oct-2021 To Till Now)**

- Working in post of HR Executive .

❖ **Maruti Suzuki Arena (18-Feb-2020 To 24-Nov-2020)**

- Work as Relationship Manager.

❖ **State News Times (02-Jan-2018 To 28-Dec-2019)**

- Work in Office Assistant Designation .

Special Honors (By Governor U.P):

- High School Special Award BY U.P in 2014
- Intermediate Special Award By U.P in 2016

Strength:

- Positive Attitude
- Hard work
- Honest & Devoted at Work

Personal Details:

Date of Birth	:	03 June 1997
Father Name	:	Mr. Pawan Kumar Shrivastava
Mother Name	:	Mrs. Kalpana Shrivastava
Marital Status	:	Single

Gender : Female
Nationality : Indian
Language known : English& Hindi

Declaration:

I hereby declare that the information given above are true to the best of my knowledge.

Date:-

Place:-Lucknow

(Leelima Shrivastava)

