

RESUME

SALINA MAHARANA

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Present Address: At- TULASI NAGAR

5Th LANE

City : Berhampur,

Dist.-Ganjam

State-Odisha,

Pin-760001



Career Objective

To be the best in my field and contribute significantly in the progress of the organization by being a part of its strategic planning and implementation process. Take up a challenging career in an innovative and visionary organization, which provides opportunities for personal & professional learning and growth.

Experience

➤ ORGANISATION : BSNL FRANCHISE

DESIGNATION : DEO, TALLY GST, & BACK-OFFICE EXECUTIVE

DURATION : 20TH MARCH 2018 to 20TH OCT 2021

➤ NOW CONTINUE JOB AS A BACK OFFICE, BERHAMPUR

Academic Qualification

Exam passed	Institution	Board/ Council/ University	Year of Passing	% / Marks
M.COMM	BERHAMPUR UNIVERSITY	BERHAMPUR UNIVERSITY	2017	52%
B.COMM	BINAYAK ACHARYA COLLEGE, BERHAMPUR	BERHAMPUR UNIVERSITY	2015	48.94%
+2 COMMERCE	KHALLIKOTE Jr. COLLEGE, BERHAMPUR	CHSE, ODISHA	2012	67.5%
10 TH MATRIC	SARASWATI SISHU VIDYA MANDIR, RAMA HARI NAGAR, BERHAMPUR	HSE, ODISHA	2010	65.16%

Additional Qualification

- PGDCA
- TALLY ERP9
- ENGLISH TYPING COURSE- 45WPM.

Languages

Language Known (R/W/S) **ODIA, ENGLISH, HINDI**

Strengths: -

- Hardworking, Punctuality, Sincerity.
- Determination.
- Positive thinking.
- Willingness to learn new things
- Good Listener

Personal Particulars

Nationality. : Indian
Religion : Hindu
Date of Birth : 13th Sep 1994
Marital Status : Married
Gender : Female

Declaration

I do hereby declare that all the above information given by me is true to the best of my knowledge and belief.

Place: Berhampur

Date:

SALINA MAHARANA