

CURRICULUM VITAE

AMANDEEP SINGH
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OBJECTIVE

To secure a challenging position where I can fully utilize my interpersonal and professional skills for the growth of both the organization and myself. I aim to be innovative, competitive, and goal-oriented.

PROFESSIONAL QUALIFICATION

- Bachelor of Arts from Panjab University, Chandigarh, India.

TECHNICAL QUALIFICATION

- Knowledge of driving
- Proficient in MS Office (Word and Excel)

SKILLS

- Adaptable to various working environments
- Ability to read, speak, understand instructions, and communicate effectively
- Honest and hardworking
- Cooperative and a team player

EXPERIENCE

- Worked as an Office Assistant at Chandigarh University, Punjab, from 2015 to 2022
- Currently working as a Data Entry Operator since August 2022
- Fresher with a valid HTV (Heavy Vehicle) Dubai driving license (Issue date 11/Dec/2024)

LANGUAGE

- English
- Punjabi
- Hindi

PERSONAL INFO

- DOB : 14 February 1992
- Marital Status: Married
- Gender : Male
- Nationality : Indian

DECLARATION

- I hereby declare that the information provided above is true and correct to the best of my knowledge and belief.

AMANDEEP SINGH