



 CONTACT ME



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rajarya1408@gmail.com



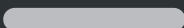
18/91, Block-18, Kalyanpuri  
New Delhi-110091



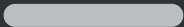
8076557993

## SKILLS

MS Office



Net Surface



## LANGUAGES

HINDI



ENGLISH



DOB

21st July 1992

F / o

Kishan Lal

## HOBBIES



# PRAKASH CHANDER



## ABOUT ME

Looking forward for a challenging and significant career to a work in a professional environment where I can enrich my skills and works towards organizational goals.



## EDUCATION

2018	Secondary NIOS Delhi
2020	Sr. Secondary NIOS Delhi
2021	Pursuing B.A. IGNOU Delhi



## WORK EXPERIENCE

Tenon Services Pvt Ltd	Office Boy	4 Years
SKK (s) Pvt Ltd	Warehouse Store Keeper	2 Years
Freight Force India Pvt Ltd	Cargo Assistant	2 Years
Star Infra Design Pvt Ltd	Office Boy	2 Years



## STRENGTH

- Sincerity & Good Communication skills
- Hard Working
- Office Management System
- Punctuality and Positive Attitude



## WORK ACTIVITIES

- Main Office Records
- Office Handling & Stocks
- Perform Other Related Duties
- Data Entries & Other Related Works