



A result oriented and motivational person with analytical and logical mindset looking for an opportunity in reputed organization where I can work with complex data and upgrade my knowledge and skills towards fulfilment of organizational goals.

# ADARSH KUMAR

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## Skill Highlights

- Ms Excel
- Ms Word
- Ms PowerPoint
- Ms Access
- Tally Prime

## Languages

English  
Hindi

## Experience

11/2021 to 04/2022

**Freelancer At Wordleads, Delhi**

- Completed many Translation and Transcription projects in the company.

## Education

2020-2023

- **Bachelor's of Commerce Honour**  
Ramjas College, University of Delhi  
Current GPA. 7.4
- **12<sup>th</sup>**  
CBSE With 93.4%
- **10<sup>th</sup>**  
CBSE With 77.4%

## Certifications

- Scored 99 in class 12<sup>th</sup> CBSE exam and received certificate of appreciation from CBSE and secured rank among top 0.1% in CBSE Accountancy.
- Pursuing Professional Financial Accounting Course .

## Responsibility

House Captain at School in class 12<sup>th</sup>.