

# RESUME

## NAVNEET SHARMA PATHAK

I am Account executive

Shiv sati Sita Ram kuti mandir, Canaught place

Railway colony basant lane pahar Ganj

Delhi New Delhi - 110055

Mob No. 8882963400

Email id : pathakgopal865@gmail.com

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### CAREER OBJECTIVE

To make contribution in the organization with best of my ability and also to Develop new skills during the interaction to achieve new heights.

### ACADEMIC QUALIFICATION

- 10th passed from CBSE Board 2017
- 12th passed from CBSE Board 2019
- B.COM from Delhi University 2022

### OTHER QUALIFICATION

- Excellent knowledge of computer
- Basic knowledge of ERP 9
- Good in advance excel
- Basic knowledge of ms office
- Accounting
- Project Management
- Data Analysis
- Computer Skills
- Flexibility
- Leadership
- Problem Solving Skills
- Time Management
- Creativity
- Organization
- Critical Thinking
- Active Listening

### WORK EXPERIENCE

- 1 year professional in back office in BAGGA LINK Srv Ltd

### PERSONAL INFORMATION

Father's Name : Mohan shyam Sharma pathak  
Date of birth : 29-Oct-2000  
Language known : Hindi & English

Gender : Male  
Nationality : Indian  
Marital Status : Unmarried

## DECLARATION

I hereby declared that the above information given by me is true to best of my Knowledge.

Date :

Place : Delhi New Delhi

(NAVNEET SHARMA PATHAK)