

CURRICULUM VITAE

SHIVRAJ SINGH

H.No. 57

Village: Melta Laga Dhanga, Post: Gairsain

Distt. Chamoli, Uttarakhand

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EDUCATIONAL QUALIFICATION

- Passed 10th from Uttarakhand in 2004
- Passed 12th from Uttarakhand in 2006
- Graduate from H.N.B. Garhwal University in 2012

PROFESSIONAL QUALIFICATION

- Detailed knowledge of computers, online & office work.

COMPUTER KNOWLEDGE

- Basic Knowledge of Computer, Microsoft Office.
- Knowledge of Graphic Design (Photoshop, PageMaker & Corel Draw).

Work Experience

- Worked as a *D.T.P. Computer Operator* in *Alka Publication, Mayor Vihar Delhi* from 2009 to 2012.
- Worked as a *D.T.P. Computer Operator* in *Editorial India, Mayor Vihar, Delhi* from 2013 to 2014.
- Worked as a *Lab Attendant* in *Govt. PG College Gairsain* from 2015 to till date.

TYPING SPEED

Hindi: 80 W.P.M.

English: 80 W.P.M.

PERSONAL QUALITY

- Ready to take challenges
- Good communication skill.
- Can work effectively in team, as well as individually.

DECLARATION

- I hereby certify that the above mentioned information is true to the best of my knowledge and belief.

Place : Gairsain



(Shivraj Singh)