

CURRICULUM-VITAE

Archita Shukla

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Lucknow (U.P.)

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Objective : A career, which can provide me opportunity to explore myself and to learn new things to gain void experience and to achieve goals set for organization growth.

Summary:

- Presently working with Dart Fortune, as a Business Development Executive and have more than 6 month of experience in Real Estate as office admin.

Educational Qualifications :

- ❖ Passed High School from Lucknow Public School, Vrindavan Yojana, Lucknow Under Central Board of Secondary Education, New Delhi in the year 2014.
- ❖ Passed Intermediate (Commerce) from Lucknow Public School, Vrindavan Yojana, Lucknow Under Central Board of Secondary Education, New Delhi in the year 2016.
- ❖ Passed Bachelor of Vocational Education (Banking & Finance) 2019 from National P.G. College, Lucknow.
- ❖ Masters from Himalayan Garhwal University specialization in Finance.

Research Works

- ❖ College Project: Customer Satisfaction towards M-Wallets.
- ❖ Summer Training Project Karvy Drives for effective Implementation of GST.
- ❖ Summer Training on GST at Karvy Data Management Ltd., Lucknow.

Certification

- ❖ O Level from Nielit at UPTEC.
- ❖ GST at Karvy Data Management Ltd., Lucknow.
- ❖ Highest Scorer in Bhartiya Sanskriti Gyaan Pariksha.
- ❖ Participated in Jagran Sanskarshala.
- ❖ Business Development Executive intern at Padhigh.
- ❖ Social media marketing

Individual Skills

- ❖ Willingness to learn
- ❖ Good Communication Skills
- ❖ Leadership Qualities
- ❖ Hard Working.

Computer Proficiency

- ❖ Microsof Word, Excel & Power Point
- ❖ TallyERP 9

PERSONAL DETAILS

Father's Name : **Sunit Kumar Shukla**
Date of Birth : 05th July, 1998
Gender : Female
Marital Status : Single
Language Known : English, Hindi
Special Qualities : Honest ,Creative, sincere & hard working

Place: :Lucknow

[ARCHITA SHUKLA]

Date: