

ATUL KUMAR SINGH**Email- thakuratulchandel@gmail.com****Ph. No.-8103110217****Add- Kasturba Nagar****Bhopal, M.P.****CAREER OBJECTIVE**

Seeking a position to utilize my skills and abilities that offers Security and Professional Growth while Being Resourceful innovation and Flexible.

ACADEMIC CREDENTIALS

| Degree | Branch | Institute/University | Percentage | Year of passing |
|------------------|-----------------------|-----------------------------------|--------------|-----------------|
| MBA | FINANCE/ MARKETING | BARKATULLAH UNIVERSITY, BHOPAL | 72.28 | 2021 |
| BBA | FINANCE | A.P.S. UVIVERSITY, REWA (M.P.) | 66.20 | 2013 |
| 12 th | PCM | M.P. Board Bhopal | 57.40 | 2010 |
| 10 th | ALL SUBJECT | M.P. Board Bhopal | 68.40 | 2007 |

TECHNICAL SKILLS

| | |
|-------------------------------|--|
| Operating Systems | Windows 2000/XP/7 /10/12 |
| Office Automation Tool | MS-Office, MS-Power point, MS-Excel, Tally ERP9, Tally Prime |

WORK EXPERIENCE (AROUND 5 YEAR)

- **Organization: Softage information technology limited.**
Designation : Team Leader (vodafone cellular work)
Tenure : Aug 2015 to Nov 2017
- **Organization :- M.P. Building & Other Construction Workers Welfare Board.**
(labour department)
Designation : Accountant
Tenure : 1 Sep. 2018 to Dec 2021.
- **Organization :- Rajpal Abhikaran (Bhopal) Pvt Ltd. (Rajpal Toyota Bhopal)**
Designation : Accountant
Tenure : Jan 2022 to Till Date.

INTERPERSONAL SKILLS

- Result oriented and able to work independently as well as in teams.
- Hard-worker with a flexible approach.
- Dedicated.
- Socially Adjustable and self motivated.
- Value of importance of time and discipline.
- Good logical & analytical skill, strong operational skill & attitude to work with number as per the organization requirement.

PERSONAL INFORMATION

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|--------------------------|--|
| Father's Name | Mr. Beerbhan Singh |
| Date Of Birth | 06/07/1992 |
| Nationality | Indian |
| Language Known | Hindi, English. |
| Hobbies | Internet surfing, Playing cricket, reading books |
| Permanent Address | Vill.- Paira, Post- Kuthila, Teh- Jawa, Dist.- Rewa (M.P.) |

DECLARATION

I hereby declare that above mentioned details are correct and complete to the best of my knowledge. If you find my resume up to your expectations, I would surely expect a position for myself in your organization.

Date: - Atul Kumar singh

Place:-

(Signature)