

ANJALI RAJ

STUDENT

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+91- 6204786671

Nasriganj, Bihar

Computer Skills

- Presentations
- Spreadsheets
- Word Processing
- Basics Of Computer
- E-mail Communication

Interpersonal Skills

- Adaptability
- Multi-tasking
- Problem Solving
- Time Management

Interests & Hobbies

Travelling, Dancing, Singing, Cooking, Reading Novels

Personal Details

D.O.B- 12-Feb,2001

Mother's Name- Urmila Kumari

Father's Name- Shri Bhagwan Singh

Languages Known

English, Hindi

Professional Summary

Adaptable and motivated fresher with a Master's degree in Library and Information Science and certification in Advanced Diploma in Computer Application. Strong skills in adaptability, time management, multitasking, and problem-solving. Thrives in fast-paced environments, collaborates effectively with teams, and utilizes technology to streamline processes. Seeking a challenging role to contribute skills and drive organizational success.

Education Background

- Panjab University, Chandigarh
  Masters in Library and Information Science
  Completed in 2023 with 65.75%
- Swami Vivekanand Subharti University, Meerut
  Bachelor in Library and Information Science,
  Completed in 2022 with 71.9%
- Indira Gandhi National Open University, New Delhi
  Bachelor of Arts, Majorly in English
  Completed in 2021 with 61.8%
- Uchcha Madhyamik Vidhyalaya, Nasriganj
  Intermediate Examination
  Completed in 2018 with 63.6%
- High School, Nasriganj
  Secondary School Examination
  Completed in 2015 with 74.8%

Achievements & Certifications

2014-2015	3rd Topper from School in Matriculation
2020-2021	Certification of Advance Diploma in Computer Application
2021-2022	Gold Medalist of University in Bachelors in Library and Information Science