

CURRICULAM VITAE

JAYASHREE BISWAL

AT/PO-NRRI , DIST.-CUTTACK

STATE-ODISHA, PIN-753006

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CAREER OBJECTIVE

- I am Jayashree Biswal who aims to find an exciting and challenging position in Finance and accountant department alongside a company who will continuously motivate and drive me to do my best and improve on my skills and abilities in order to be able to assist the company in achieving its company mission and goals



EDUCATIONAL QUALIFICATION

MATRICULATION
2014

SCHOOLING FROM BOARD OF SECONDARY EDUCATION

**HIGHER SECONDARY
EDUCATION**
2014-2016

COMMERCE-RAVENSHAW JUNIOR COLLEGE,CUTTACK

GRADUATION
2016-2019

BACHELOR OF COMMERCE-JATITYA KABI BIRA KISHORE
DAS GOVT. COLLEGE

**LL.B
(BACHELORS OF LAW)**
2020-2023

MADHUSUDAN LAW UNIVERSITY,CUTTACK

COMPANY SECRETARY CS EXECUTIVE
(pursing)



COMPUTER LITERACY

- Completed DCA course
- Operating systems-windows, MS-DOS
- Well versed with MS. Office(Word,Excel,Powerpoint)
- Internet
- Visual Basic 6.0, C language, c++,Tally 9.0,Oracle 10g,
- OS-CIT(Odisha state certificate course in information technology)



LANGUAGE KNOWN

- ODIA
- ENGLISH
- HINDI
- Risk assessment, Problem solving, Ability to work under pressure

SKILLS



PERSONAL INFORMATION

- Father's Name-Surendra Biswal
- Mother's Name-Manjulata Biswal
- D.O.B-10.08.1999
- Nationality-Indian
- Gender-Female
- Civil status-Bachelor
- Hobbies-Listening to music,Shopping,cooking
Reading Novels nd story books

DECLARATION

I DO HEREBY DECLARE THAT ALL THE ABOVE METIONED GIVEN INFORMATION
IS TRUE .

Signature:

Date:

Place: