

# CURRICULAM VITAE

## **JAYASHREE BISWAL**

AT/PO-NRRI , DIST.-CUTTACK

STATE-ODISHA, PIN-753006

E-MAIL: [jayashreebiswal48@gmail.com](mailto:jayashreebiswal48@gmail.com)

MOB: 9348838845 (w)/7064361267



## **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-RAVENSNAW 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 and story books

## DECLARATION

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

**Signature:**

**Date:**

**Place:**