



HIMANSHU MARATHA

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- 110053

 himanshu.maratha09@gmail.com


9717962665

About Me

I am seeking to work in a competitive environment where I can enhance my skills, knowledge & experience in favors of company and find the optimum value of my hard work and potential.

Education

- **BCA from SVSU, Meerut University in 2019**
- **10+2th from NIOS in 2013**
- **10th from NIOS in 2011**

Professional Qualifications

- **COPA (Computer Operator & Programming Assistant) ITI** from Sarvodya Industrial Training Centre in 2016.
- **I am Freelance of Arabic, French, German, Italian, Portuguese, Spanish to English Translation from 2015 to till now.**

Skills

- MS-Office (Word, Excel, Power Point, Access)
- Desktop Publishing (Page Maker, Corel Draw, Photoshop)
- Typist – English: 35 wpm, Hindi: 30 wpm.

Work Experience

06th April 2017 – till now

Data Entry Operator

Farman Handicrafts Pvt. Ltd.
Kardam Puri, New Delhi

24th May 2014 – 31st March 2017

DTP Operator

Oasis Educational Services Pvt. Ltd.
Vasant Kunj, Delhi

Computer Proficiency

- Word 2013
- Excel 2013
- Power Point 2013
- Access 2013

Languages

- Hindi
- English

Personal Details

Father's Name:	Sh. Suresh Kumar	Marital Status:	Married
Birthday:	November 09, 1990	Nationality:	Indian
Gender:	Male	Religion:	Hindu

Declaration

I, Himanshu Maratha, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.

Date :

Place : Delhi

Himanshu Maratha