# **RESUME**

**LALITA AMAR SHIRKE**  
📍 At-Post - Pasarni (Rajewadi) Tal - Wai, Dist - Satara (Pin – 412803)  
📞 9763426717 | ✉️ [lalitashinde.wai@gmail.com](mailto:lalitashinde.wai@gmail.com)

DOB - 30/11/1998

Gender - Female

Marital Status - Married

**Professional Summary**

Customer-focused and detail-oriented, skilled in providing exceptional customer service, assisting clients in selecting high-quality jewellery pieces, and maintaining a well-organized store environment. Committed to delivering a personalized shopping experience while upholding the highest standards of professionalism and trust.

**Work Experience**

* Worked at Vaibhav Gold & Jewellers for 6 years.
* Worked at Padmawati Jewellers for 2 years.

**Education**

| **Qualification** | **University** | **Year of Passing** |
| --- | --- | --- |
| HSC | Kolhapur University | 2016 |
| SSC | Kolhapur University | 2014 |

**Other Qualifications**

* Tally EPR 9
* Advance Excel

**Strengths**

* Strong determination and focus on achieving results
* Commitment to high-quality work

**Hobbies**

* Listning Music
* Watching TV

**Yours sincerely,**  
Lalita Shirke