

CURRICULUM VITAE

PUJA JAISWAL

Email ID :-
pujajaiswal1996@gmail.com

Contact No :-
[8235393279](tel:8235393279)
[8709176848](tel:8709176848)

Address

Block No. 40/1/1, Anjani
Bhawan, Near Ram Mandir, Rd
No. 13, Adityapur-2, District -
Saraikela - Kharswan
Jamshedpur, Jharkhand -
831013

Languages Known

Language	R	W	S
English	✓	✓	✓
Hindi	✓	✓	✓
Bengali	-	-	✓

Summary

To use my skills, ideas and hard work in my branch related jobs, which can promise me challenges and career advancement. I am ready to accept challenging job as per my qualification & experience.

Education

- ❖ Matriculation
- ❖ Intermediate

Assets

- ❖ Effective Communication skills and interpersonal qualities.
- ❖ Highly motivated to work as a team.

Technical Expertise

- ❖ MS-OFFICE, MS-WORD, MS-EXCEL, POWERPOINT, INTERNET.
- ❖ C++ , C Language, Web Degrine

Professional Experience

Job Profile:

- ❖ Worked at **Chagganlal Dayaljee 1918** as **Sales Executive** from February 2015 to September 2018.
- ❖ Working at **Senco Gold & Diamonds** as **Senior Sales Executive** from October 2018 to February 2022.
- ❖ Worked at **Tanishq** as a **Senior Retail Sales Officer** from March 2022 till March 2025.

❖ Working at **Divine Solitaires (Ranka CW)** as an **Assistant Store Manager** from March 2025

Qualifications

ACADEMIC:

<u>SL.NO</u>	<u>EXAMINATION</u>	<u>BOARD/UNI.</u>	<u>SCHOOL/COLLEGE</u>	<u>YEAR</u>	<u>DIVISION</u>
1	Matric	C B S E	Central Public School	2012	1st
2	I.Com.	Kolhan University	Co – operative College	2015	3rd

Personal Profile

Name : PUJA JAISWAL
Father's Name : Mr. NAVAL JAISWAL
Mother's Name : Mrs. MEENA DEVI
Date Of Birth : 05th August 1996
Sex : FEMALE
Marital Status : UNMARRIED
Blood Group : B+
Religion : HINDU
Nationality : INDIAN

Declaration

I hereby declare that all the information furnished by me are true to my knowledge and belief and if any discrepancy is found then my candidature is liable to be cancelled.

Date:

Place: Jamshedpur

Puja Jaiswal
Signature