

RUTUJA NARAYAN SANKPAL

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PROFILE

A methodical and detail-oriented person with over 1 year of experience in Database handling, Tally ERP. My goal is to become associated with a company where I can utilize my skills and gain further experience while enhancing the company's productivity and reputation.

EDUCATION

Kisanveer Mahavidyalay, Wai 2020 - 2023

Bsc Chemistry | Examination Score – 78.28%

Kisanveer Mahavidyalay, Wai 2020

Higher Secondary Certificate (12th) | Examination Score – 57.23%

Kanya Shala, Wai 2018

Secondary School Certificate (10th) | Examination Score – 84.00%

WORK EXPERIENCE

ENFUSE SOLUTIONS PVT LTD.

Work as a **Associate Data Operator**. I handled intellect software, ERP and for account related tasks and Maintained data entry records and databases to ensure accuracy and completeness.(1+ Year Experience)

Key Skills : Data Management, MS Excel, Teamwork, Attention to detail.

CYBERKING CAPITALS.

Work as a **Relationship Manager**. I handle clients properly and provide them details related stock market.

Key Skills : Good Communication, Teamwork, Persuasion, Patience and Empathy.

CERTIFICATIONS

MS-CIT

SKILLS

Quick Learner, Teamwork, MS Office, Time management.

INTERESTS

Outdoor Recreation, Eager to Learn, Trekking.