**HIMANI**

 **#51, Shiva Enclave**

 **Nabha**

 **District Patiala,**

 **Punjab (147201)**

 **Mobile: +91-8699111611**

**Email Id:**  **himanichopra464@gmail.co****m**



**CAREER OBJECTIVE:**

* **To work with the growing organization, inculcate value based innovations, thinking and serve as a value added factor in organizational growth and success*.***



**EDUCATION QUALIFICATION:**

|  |  |
| --- | --- |
| **QUALIFICATIONS** | **NAME OF THE INSTITUTION** |
|  |  |
| **M.A (Hindi) Pursuing** | **Punjabi University Patiala** |
| **Diploma in Elementary Teacher (Pursuing)** | Saint kabir college Patiala (DIET Nabha) |
| **B.A (Eco.)** | Punjabi University Patiala |
| **12th** | **Punjab School Education Board** |
| **10th** | **Punjab School Education Board** |



**COMPUTER KNOWLEDGE:**

* **Diploma in Computer Application.**
* **Digital Marketing, Operations, Administrative, Coordination.**



**WORK EXPERIENCE:**

* **2.5 Years of Experience as a Sale Coordinator/Office Coordinator at King Marketing Solution from 2013-2015.**
* **1.5 Years of Experience as a Office Coordinator/Digital Marketer at VaultUP Technologies from 2015-2017.**



**INTERESTS:**

* **Making good relation with new people**
* **Internet surfing**
* **Listening music**
* **Reading books**

**LANGUAGE PROFICIENCY:**

 **English, Hindi, Punjabi**



**STRENGTHS:**

* **Smart working**
* **Dedication to work**
* **Positive Attitude**



**PERSONAL DETAILS:**

**Name:** **Himani**

**Husband’s Name: Hitesh Verma**

**Father’s Name: Mr. Khush Dayal**

**DOB:** **Nov 24th, 1994**

**Nationality:** **Indian**

**Gender:** **Female**

**Marital Status: Married**



**PERSONALITY TRAITS:**

* **I have good communication skills, reliable, trustworthy punctual and smart working.**



**DECLARATION:**

* **I here by declare that the above mentioned details are true and correct to the best of my knowledge.**

**PLACE: NABHA (PUNJAB)**

**(HIMANI)**