

# 10<sup>th</sup> Pass Resume Format

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Your Name

Address:

Email ID@gmail.com

Cell phone number:



## **Career Objective:**

I intend to build a career in a leading corporate high-tech environment with committed & dedicated people, which will help me explore myself fully and realize my potential.

## **Qualifications:**

- 10th Passed marks from XYZ Board

## **Key Skills:**

- Basic Computer
- Diploma in Computer Application (DCA) 1 Year

## **Work Experience:**

- 2 Months of experience in B.P.O
- 2 Months of experience in Paytm
- 6 Months experience in Muiiko Pvt.LTD.

## **Hobbies:**

- Traveling
- Reading

## **Strengths:**

- Self-Confidence
- Self- Motivation
- Quick Learner
- Efficient Team Work

## **Personal Details:**

Marital Status:

Gender:

Nationality:

Languages known:

Permanent Address:

**Declaration:**

I declare that the information and the facts stated here above are true and correct to the best of my knowledge and belief. I am sure that I will take responsibility for my job and do my best of my job to all my superiors.

(Signature)