

RESUME

Mrs. ANKITA RAMCHANDRA PAYGUDE

Address: Flat No. 306, Sukhsamruddhi building, A wing, Near Shine Angel School, Dhadhe Industries, Nanded Phata, Pune-411041.

E-mail: paygudeanu150798@gmail.com

Contact No: 8262943900

Work Experience:

1. Role of Accounts Assistant –

Organization Innovative Analytics (1.5 Years). Responsibility- Accounts Assistant.

Academic Credentials:

<u>EXAM NAME</u>	<u>UNIVERSITY</u>	<u>COLLEGE/ INSTITUTE NAME</u>	<u>YEAR OF PASSING</u>	<u>PERCENTAGE</u>
B.Com.	Savitribai phule university	Modern college Shivajinagar Pune-05	2019	54.91
HSC	Maharashtra board	Shree Siddhivinayak Mahila Mahavidyalaya	2016	64.62
SSC	Maharashtra board	Kai. Sou. Vimalabai Nerlekar Madhyamik vidyalaya	2014	77.20

Computer proficiency:

Successfully completed Tally ERP-9.0

Knowledge of Computer

Personal Details:

Name :Mrs. Ankita Ramchandra Paygude

Date of birth :15th July,1998.

Nationality :Indian.

Gender :Female.

Languages :English, Marathi, Hindi.

Marital Status :Married.

Undertaking

This is to state that the information finished above is true and correct to my knowledge and understanding.

Thank You,

Yours sincerely,

(Ankita Ramchandra Paygude)