



## RESUME

# MOHAMMED MUBIR GEHLOT

### BIO

FATHER NAME : ABDUL HAMID GEHLOT  
D.O.B. : 02 OCTOBER 2004  
ADDRESS : MARWAR BALIYA,  
DIDWANA, NAGAU,  
(RAJ.) 341303

### CONTACT



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+91 8696570080

### HOBBIES



Photography



Reading



Music



Writing

### STRENGTH

Quick Learner, Pleasant Personality,  
Work Ethic, Time Punctual, Leadership  
Quality.

### WORK EXPERIENCE

- 1 Year in **Bagri Computer Centre** as a **Computer Trainer**.
- 7 Month at **Naveen Garment's** as a **Manager**

### ADDITIONAL QUALIFICATION

#### **10<sup>th</sup> PASS**

From RBSE Board in 2019.

#### **12<sup>th</sup> PASS**

From RBSE Board in 2021.

### PROFESSIONAL QUALIFICATION

#### **RS-CIT Certificate**

Rajasthan State-Certificate in Information Technology.

#### **B.C.A. (Bachelor of Computer Applications)**

Graduation From MDSU University in 2024.

Tally Erp 9 & Prime

### KNOWLEDGE & SKILLS

#### **Microsoft Office**

Well versed with Word, Excel, PowerPoint,  
WordPad.

Working well with Accounting Software's  
QUICK BILL, WIZAPP2020, Logic ERP-Cloud,  
TALLY, BUSY.

Photoshop, PageMaker, CorelDraw.

Good speed in English & Hindi Typing.

Good Communication Skills & Presentation  
Skills, Computer Skills.

MOHAMMED MUBIR GEHLOT