

RESUME



NAME: MUNTASIR LIYAKAT HAMDARE

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CAREER OBJECTIVE:

Seeking a challenging position of responsibilities That Will Allow Me to utilize my education and experience in an organization, where I will be allowed to contribute and which challenging my Further growth and learning process.

EDUCATIONAL QUALIFICATION:

- **S.S.C. Passed from Mumbai university in 2014.**
- **HSC. Passed from Mumbai university 2017.**
- **Pursuing T.Y BA (Bachelor of Arts) From Vasant Rao Naik College Arts, Sci , & Commerce Mhasla (University Of Mumbai) 2021.**

CERTIFICATION:

- **Certificate in MS-CIT Maharashtra State Board of Technical Education, Mumbai.**
- **MS Office, Microsoft Word, Excel, Power Point, Internet.**
- **Certificate Course in Graphic Designing Disha Computer Institute pune.**
- **Certificate course in CCTV Installation & Maintenance From Yash Technical Institute Pune.**

EXPERIENCE:

- **Work as a Warehouse Clerk In EMIRATES POST FROM Nov 2021. (Dubai)**
- **2 Month Work Accounting Assistant In Magarpatta Pune. (India)**
- **Work as a Office Assistant Cum Data Entry Operator In UNIQUE COMPUTER SOLOUTION FROM June 2019 to Jan 2020. (INDIA)**

PERSONAL DETSIL:

- **Date of Birth** : **19/09/1998**
- **GENDER** : **Male**
- **Nationality** : **Indian**
- **CAST** : **ISLAM , MUSLIM**
- **Marital Status** : **Single**
- **Languages Known** : **English, Marathi Urdu & Hindi**
- **Hobbies** : **Reading moral Stories , Playing Cricket & I Want To Help Poor & Needy people.**

PERSONAL DETSIL:

- **PASSPORT NO** : **P9662792**
- **DATE OF ISSUE** : **11/04/2017**
- **DATE OF EXPIRY** : **10/04/2027**
- **PLACE OF ISSUE** : **THANE**
- **PLACE OF BIRTH** : **MHASLA (MH)**

KEY SKILL:

- **Quick Learner**
- **Hard working & willingness to accept responsibilities.**
- **Self Confidence.**
- **Warm, friendly, flexible and engaging personality.**
- **Ability to work hard and smart.**
- **Ability to work for late hours with full efficiency.**

- **I hereby declare that the information provided above is correct to best of my knowledge.**

(Muntasir Liyakat Hamdare)