

## RESUME

### MANOHAR PANDEY

Add.: BHOOTNATH ROAD, PATNA

Dist. – PATNA-(BIHAR)-800026

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**Career Objectives:** To obtain a position where my experience and education can be utilized and expanded.

#### Skill Sets:

- Thorough knowledge in accountancy.
- Good knowledge about marketing management.
- Excellent presentation skills.
- Good communication skills.
- Analytical skills.
- Reasoning ability.
- Team player.
- Excellent Reputation for resolving problems & Improving customer satisfaction.

#### Computer skill:

- Programming Languages: PYTHON
- Operating System: WINDOW XP
- MS WORD, MS OFFICE, POWERPOINT
- C++, java, Database management

#### Work Experience: 01 June 2021 to 30 November 2025 (4 Years 5 Months)

##### Learning Closet Pvt. Ltd. (Exampur)

- Graphic Thumbnail Design
- YouTube Live Class Event Make
- YouTube and Application Live Class Editor

#### Educational Qualifications:

| Educational (Specification) | Institution       | Passing Year | Marks obtained in % |
|-----------------------------|-------------------|--------------|---------------------|
| BCA                         | MAGADH UNIVERSITY | 2019         | 66%                 |
| 12th                        | B.S.E.B BOARD     | 2014         | 47.4%               |
| 10 <sup>th</sup>            | B.S.E.B BOARD     | 2011         | 36%                 |

**Personal Strength:**

- Hardworking and sincere.
- Initiative, Planning, Organizing, and executing skills. Dedication, Team spirit and leadership ability.

**Personal Details:**

|                 |   |                               |
|-----------------|---|-------------------------------|
| Father's Name   | : | Mr. MUNNA PANDEY              |
| Date of Birth   | : | 30 April 1996                 |
| Gender          | : | Male                          |
| Nationality     | : | Indian                        |
| Marriage Status | : | Unmarried                     |
| Hobbies         | : | Playing cricket, Reading Book |
| Language-known  | : | Hindi, English                |

**Declaration:**

I have declared that all the above information is true to the best of my Knowledge.

**Date:**

**Place:**

**(MANOHAR PANDEY)**