

RESUME

Name : Shivani Sharma

Course : BSC Biotechnology

CORE COMPETENCIES

- Analytical and Problem Solving Abilities.
- Good Communication and Interpersonal Skills
- Quick learner and a Good Singer.

ACADEMIC QUALIFICATION

Year	Course	Name of Board/University	%age	Division
2017	BSBT	Chandigarh College of Technology	70%	1 st
2012	XII	C.B.S.E	65%	1 st
2010	X	C.B.S.E	67%	1 st

TRAINING PROGRAMME

Company Name : Orbit Biotech Pvt Limited Duration :01/06/2015-30/01/2016

Training : Microbiology

Sales and Marketing Intern : IFORTIS Duration : 31/5/2021-16/7/2021

Chegg : Teaching Duration :13/2/2022

Dreamer Infotech Internship : Web Developer Duration : 1/1/2023

Currently working at : Belz calibration lab

WORK EXPERIENCE

- 1 year experience in Chegg

- 5 month experience in telecalling

AWARDS AND ACHIEVEMENTS

- Awarded 2nd prize in Annual Athletic Meet 2015-2016

CO-CURRICULAR ACTIVITIES

- Merit Certificates for Singing in the college fest.
- Certificate for attending National Conference on Biotech 2015 .
- Certificate for Symposium on Nanotechnology.
- Certificate for attending training at College 2016.
- Certificate for participating at Chandigarh university tech Fest .

COMPUTER SKILLS

- Proficient in use of MS Office, MS word, PowerPoint, Excel, HTML ,Cascading Style Sheets (CSS), Bootstrap (Framework) , WordPress , JavaScript.

PERSONAL DETAILS

DOB : **28-10-1995**

AGE : **27**

Father Name : **MR. OM DUTT SHARMA**

Hobbies : **Singing , drawing , artist , watching movies ,
Swimming , Traveling & Teaching.**

DECLARATION

I hereby, declare that the information furnished above is true to the best of my knowledge.

Place : **Faridabad**

Name : **Shivani Sharma**

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