

To

The Manager

Sub: Application for “Any Suitable Job”

Respected Sir,

I become to know through reliable Source that the vacancies are laying vacant in your esteemed organization. So, I intend to apply for same. I enclose herewith my curriculum vitae containing details regarding my personal information, Education Qualification and work Experience.

I hope my details will suit your quest and it will be great opportunity to me if and give a chance to work in such organization at yours. I will contribute my level best towards. My work along with my experience in the field & system. I can assure you cent percent result will be given an opportunity by you.

Thanking you.

Yours Truly,

Akash Gupta

CURRICULUM-VITAE

Name- AKASH GUPTA

Village & Post- Nainijor.

District- Azamgarh, Uttar Pradesh.

Contact no- 08726070562

E-mail- guptaakash52465@gmail.com

➤ To seek a challenging position in your esteemed organization where I can fully utilize my skill, Experience and contributing in the interest & benefit of the organization.

CARRIER OBJECTIVE.

➤ Looking for a career in an organization where there are high changes of growth that can provide satisfaction to my professional zeal and opportunity to learn through a long term relationship.

Education Qualification

- SSC passed from UP board in 2021 with 60.4%
 - HSC passed from CBSC board in 2019 with 65.5%
- GRADUATION- (B.SC) COMPUTER KNOWLEDGE- CCC**

Personal Traits.

- **Strengths:** Hard working self – Confident, adjustable in any environment.
- Excellent communication skills, Team work and Leadership approach.
- Ability to approach, convenience and motive different groups of people.
- Work independently as well in a team and able to work in shift environment.

Personal Details.

- | | | |
|--------------------------|---|---|
| ➤ Name | : | Akash Gupta |
| ➤ Father's Name | : | Jiyalal Gupta |
| ➤ Date of Birth | : | 14 June 2004 |
| ➤ Nationality | : | Indian |
| ➤ Sex | : | Male |
| ➤ Marital Status | : | Unmarried |
| ➤ Language Known | : | English, Hindi |
| ➤ Present Address | : | Village & Post- Nainijor, Azamgarh (UP). |

Declaration.

I solemnly declare that the details given above are true to the best of my knowledge & nothing relevant has been concealed therefore.

Date: -

Your Faithfully

Place:-

Akash Gupta