

Curriculum Vitae

MUKESH KUMAR MAJI
7970407244,9798346285



1. Academic Qualification: -

Class	Board/University	Year	Marks
Board/Metric	J.A.C BOARD	2019	86.6%
ISC	J.A.C BOARD	2021	73.6%
GRADUATION	IGNOU	Appearing	

2. Professional Qualification: -

1. Done ADCA & DCTT From ITCT , DUMKA
2. Done TALLY ERP9, TALLY PRIME & GST.
3. Done Office Automation & Financial accounting Course From ITCT Dumka.
4. Done Typing English & Hindi.

3. Knowledge: -

Overview of Computer, Disc Operating System (DOS), Windows/98/2000/xp/7/10, MS-Word, MS-Excel, Ms-Power Point, Page Maker, Photoshop, Tally Erp9, Tally prime with GST.

4. Skills:-

Data Entry, Accounting, Billing, Computer Teaching, Graphics Designing, Project Management

4. Working Experience: -

Worked 1 year as a project assistant at Anaxee digital runner. Worked 4 years as a Computer Teacher in ITCT Computer education.

4. Personal Memorandum: -

Father's Name: -

SHIBU MAJI

Date of Birth: -

14/11/2003

Residential Address: -

National School Road , Bawripara
Dist: - Dumka, State: - Jharkhand,
Pin code: - 814101

Contact No.: -

7970407244

E-mail ID: -

mukesh346285@gmail.com

Language Known: -

Hindi, English, Bengali

Hobby: -

Reading Newspaper and Surfing.

Date: 03-06-2025

Place: DUMKA

Mukesh kumar maji