

# Curriculum Vitae

## Muskan Sindhani

Hard Working | Intellectual | Quick Learner

69/2, Ashok Nagar  
New Delhi - 110018  
+91-9350137283  
[parulsindhani@gmail.com](mailto:parulsindhani@gmail.com)



### **CAREER OBJECTIVE:** -

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills.

### **EDUCATION:** -

S.No.	Qualification	Percentage	Year
1	10th from CBSE board	70%	2014
2	12th from CBSE Board	80%	2016
3	B.Com from Non-collegiate from University of Delhi	50%	2019
4	Pursuing M.Com from IGNOU	Awaited	---

### **PROFESSIONAL QUALIFICATION:** -

S.No	Qualification	Year
1	Certificate Course in Air Travel Fare & Ticketing Course from YMCA, Delhi	2019
2	Diploma Course in Air Travel Fare & Ticketing Course from YMCA, Delhi	2019
3	Global Distribution System in Amadeus from IITC	2019

	world, <b>Delhi</b>	
--	---------------------	--

**SKILLS: -**

1. Proficient in MS Office
2. Quick Learner
3. Has Working xperience in Tally Erp

**LANGUAGES: -**

1. Proficient in English
2. Hindi

**EXPERIENCE: - SS solutions, Delhi—**

**Job profile:-** customer service executive in office administration

5thJune 2019- 10th May 2021

Worked as customer service executive

- Deals in customer queries
- Maintaining of proper records
- Customer dealing

**PERSONAL DETAILS: -**

Date of Birth : 28th July, 1998  
Nationality : Indian  
Hobbies : Travelling, listening Music  
Marital Status : Unmarried

**Place:Delhi**

**Name:Muskan Sindhani**