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| |  | | --- | | Curriculum-Vitae **Ishaan Arora** Contact no. – 7838905765 E-mail – ishaan.arora.1996@gmail.com  **Objective**  To make positive contribution as part of your dynamic and well reputed organization in a position where my management and communication skills will be appreciated and enhanced.   **Personal Abilities**  -Ambitious, hard working, energetic and well disciplined. -Positive thinking, self-motivated and flexible -Good communication skills -Soft spoken -Good oral and written skills  **Education**  -Doing b.com pass from delhi university (2nd year)  - Did my secondary schooling .(2012-13)  -Did my senior secondary schooling.(2014-15)  **Computer Skills**  -Sound Knowledge of Ms-Word, Ms- Excel, Ms-Power Point  -Well experienced with use of internet -Expertise in Busy accounting software and Tally ERP. 9   **Personal Details**  -Date of Birth :03/09/1996 -Languages :English, Hindi, Punjabi -Hobbies : Singing, Playing Guitar -Address : A2/79-C, Keshav Puram  New Delhi - 110035 | |
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