

CONTACT

Ankit Kumar Yadav

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OBJECTIVE

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

EDUCATION

- | | |
|------|--|
| 2015 | <ul style="list-style-type: none">• Kendriya vidyalaya No.1 Kanchrapara
Higher secondary
67.3 |
| 2018 | <ul style="list-style-type: none">• University of Calcutta
Bachelor of commerce
51.07% |
| 2024 | <ul style="list-style-type: none">• IGNOU
Masters in Public Administration
65.01 |
| 2024 | <ul style="list-style-type: none">• Dr.Ram Manohar Lohia Awadh University
LLB
58.30 |

SKILLS

- DCCA (Diploma in computer application and accounting) Microsoft Word
Microsoft Excel Microsoft Powerpoint
- Accounts Ready Tally GST
- Better communication skills and proficiency in dealing with clients.
- Pursuing Diploma in Advanced Contract Drafting, Negotiation And Dispute Resolution

ACHIEVEMENTS & AWARDS

- Bronze medalist in para shooting competition West Bengal 2022
- Volunteering:- worked for organisation likes "Helpage India and Smile Foundation".
- Work with organization like Seva Bharti during Covid time(Distributing raw rations to needies) "Amphan Warrior"

INTERESTS

- Participating in social activities like - Blood Donation camp
- Traveling and practicing yoga in day to day life

LANGUAGES

- English
- Hindi
- Bengali

INTERNSHIP

- Jusscriptum 6 week
- Rahul & Jayshri Associates & co. 4 week