

CURRICULUM VITAE



JAYANTI TIWARI

Current Address:

Shardhanjali Apartment, 3rd Floor
20 AD Nagar, Bhdrakali, Hoogly
Pin No. – 712233
West Bengal
Mobile : 6291689983
Email : tiwarijayanti89@gmail.com

Personal Data:

Date of Birth : 26.08.1995
Sex : Female
Nationality : Indian
Marital Status : Single
Religion : Hindu
Physical fitness : Good Health

Language Known:

English, Hindi & Bengali.

Hobbies:

Music, Reading, Drawing & Teaching

Passport Details:

Passport Number : Z5991771
Date of issue : 26/05/2020
Date of expiry : 25/05/2030
Place of issue : Kolkata

Computer Qualification:

Diploma in Computer Application.

Course content: Computer Fundamentals,
Ms Office, Ms Word Ms Excel, etc.

Career Objective

To seek a challenging career in an Industry that provides a Channel for enhancement of my knowledge & Strength to Reach the organizations as goals as well as to have an upward Personal career growth.

Competencies

- Hard Working
- Enthusiastic
- Reliable
- Responsible
- Excellent Communication Skills
- Positive Attitude
- Integrity
- Proactive
- Team Oriented
- Accountability & Visionary

Key Skills

- Committed to providing excellent quality service.
- Learn quickly, and able to work under pressure.
- Excellent analytical and communication skills.
- Results-oriented, self starter with experience.
- Reputation for being motivated, dedicated, and dependable.

ACADEMIC QUALIFICATIONS

| Year | Examination | Institute | Board/University | Percentage |
|------|-------------|---------------------------------|------------------|------------|
| 2018 | B.Com (H) | Surendra Nath College For Women | C.U. | 50% |
| 2015 | XII | Shree jain Vidhalaya School | W.B.C.H.S.E. | 82.50% |
| 2013 | X | Hind Motor High School | W.B.B.S.E. | 66% |

PROFESSIONAL QUALIFICATIONS

| Month/ Year | Institute | | Board/University | Percentage |
|-------------|-----------|---------------------|------------------|------------|
| Jul-19 | LLB | Sarsuna Law College | Vidya Sagar | 75.90% |

EXTRA CURRICULAR ACTIVITIES

- Completed Six months internship as an **RESEARCH ASSISTANT** under the guidance of **Prof.(Dr.) R. RAJESH BABU (Prof. of law) ,Indian Institute of Management Calcutta**
- Completed One month Online Internship as a **Legal Assistant** under the guidance of **Sir Jeevan Prakash, AOR, SUPREMECOURT OF INDIA**
- Completed One year PG certification course under **IFS (International forensics Science Institute)**, Course Name- **Cyber Forensics, Cyber Crimes, Cyber security& Cyber law.**
- Completed two months Internship as an Legal Assistant under the guidance of **ADV. SANJAY SHARMA (CALCUTTA HIGH COURT)**
- Participate in Bhartiya Sanskrit Gyan Pariksha.-Got Excellence Certification
- Attended webinar on different subject. Matter like- Constitutional rights, Criminal Trial-stages and brief on Trial Protection of Traditional Knowledge. Honored with participation certificate
- Worked with NGOS and provided Teaching Services to financially challenged Students.

DECLARATION

I hereby declare that the information given above is true the best of my knowledge.

Place: Kolkata

Yours Sincerely,

Date: _____

Jayanti Tiwari