

CURRICULUM VITAE

KAMAL KISHOR	Address	Date of Birth
Mobile: +91-9911936365, E-mail: kkishor538@gmail.com	RZ 647 A GOPAL NAGAR NAJAFGARH New Delhi-110043	16 th JULY, 1984

CAREER OBJECTIVE

To work sincerely building a fine relationship with the organization where my efforts will be complemented by career growth and degree of responsibility and prove myself as a valuable, always seeking a challenging and progressive work environment .

ACADEMIC QUALIFICATIONS

- ❖ BA (Pass) From **University of Delhi**
- ❖ 12th Passed from **CBSE Board**
- ❖ 10th Passed from **CBSE Board**

PROFESSIONAL QUALIFICATIONS

- ❖ Basic Computer Knowledge.
- ❖ Typing Speed 38 per min.

WORK EXPERIENCE:

Organization	:	Indian Patent Office
Designation	:	Data entry operator
Period	:	From April, 2011 to Till now.
Job Profile	:	FoDelhi handle their mail, File Verification, All Amended documents receive and dispatch In IPO module. Form-06, form-09, form-13, All Amended documents uploading,

Employment History

ISHA PROTECTIONAL SECURITY GUARD PVT. LTD.
(at Indian Patent Office)

August, 2021 to TILL NOW

Designation- Date Entry Operator

Department- Patents

- Fodelhi handle their mail

**STALLION SECURITY
(at Indian Patent Office)**

August, 2019 to June, 2020

Designation- Date Entry Operator

Department- Patents

- Main File Verification.
- Early publication (Form-9), Form-6, Form-9

**ALPHA MAN POWER SERVICE
(at Indian Patent Office)**

July, 2018 to July, 2019

Designation- Date Entry Operator

Department- Patents

- Main File Verification,
- I will doing postdating case.
- Early publication (Form-9).

**BEDI & BEDI PVT LTD
(at Indian Patent Office)**

April, 2015 to June, 2018

Designation- Date Entry Operator

Department- Patents

- New file Data Entry (Form-1)
- Main File Verification.
- Early publication (Form-9)
- All Amended Document Receive & Dispatch in IPO Module.

PERSONAL DETAILS

Father's Name : Sh. Deshraj yadav
Gender : Male
Marital Status : Married
Language knowledge : Hindi & English
Special Interest : Surfing Net & Listening to Songs
Strengths : Easy to Learn Attitude, Smart working & Team worker

DECLARATION

- ✓ I hereby declare that all the statement make in this resume are true, complete and Correct to the best of my knowledge and belief, hence requested to give me a chance to work in your organization/company.

Date: -----

Place: New Delhi

(KAMAL KISHOR)