Resume

Post Applied For	:	**MRD Executive**-Medical Record Department
Discipline	:	
Name	:	Shabanam
Date of Birth	:	02/11/1985
Present address	:	Town and Post Hasayan, Hathras (UP)
Email ID	:	shabanam.0211@gmail.com
Mobile	:	8979339748
Category	:	OBC (NCL)

- **Qualifications**

Degree	Degree Name	Passing Year	Board/University	%age
Post Graduation	M.A. in Sociology	2016	Dr. Bhimrao Ambedkar University	45
Graduation	B. Com	2008	Dr. Bhimrao Ambedkar University	50
Intermediate	12th with PCB	2002	Board of Highschool and Intermediate Education, UP	54
High School	10th with Maths	2000	Board of Highschool and Intermediate Education, UP	46
Any Other	Diploma in Modern Office Management & Secretarial Practice	2005	Board of Technical Education, Lucknow UP	72
Certificate	Course on Computer Concepts	2016	NIELIT (DOEACC)	54
Certificate	O level	2024	NIELIT (DOEACC)	59

- **Experience: Detail of Experience possessed in the chronological order, starting with the latest, (do not include Experience below complete one year):**

S. No	Post held	Current Gross Salary	Organization	Duration From	Duration To	Experience in (Years & Months)
1	PA to Director	20000/-	**GLA University, Mathura**	01.03.2008	01.09.2017	9 years & 6 months
2	Trainee	-----	PWD Hathras	06.07.2006	05.07.2007	1 year
3	Data Entry Operator	3000/-	Kalyanam Karoti, Mathura	10.06.2005	17.06.2006	1 year

- **Personal Profile:**

Father's Name	:	Abdul Jalil
Marital Status	:	Married
Permanent Address	:	Town and Post Hasayan, Hathras (UP)

- **References:**

  (1) Name : Prof Pradeep Mishra

      Address : Ex-Director,
  Institute of Pharmaceutical Research,
  GLA University, Mathura

      Contact Details : 09927064019

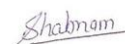 **(2) Name** : Prof Vinay Deolia

      Address : Head of Department,
  Department of Electronics & Communication Engineering,
  Institute of Engineering & Technology,
  GLA University, Mathura

      Contact Details : 09690013646

Declaration: I, hereby, declare that all the information mentioned herein by me above is true to the best of my knowledge.

Date : 05/02/2025

Shabnam

Place : Hathras (UP)   **(Shabanam)**