

COVER LETTER

Dear Sir/Mam, I am submitting here with my resume for your perusal and consideration in your organization. Review of my credentials will indicate that I am a hardworking and dedicated individual. I am seeking a challenging job as a Software Engineer that would synergize my skills and knowledge with the objectives of the organization. Being a dedicated and focused individual, I am determined to add value to the organization I work for, through my exceptional knowledge and learning ability. To describe myself in a nutshell, I am systematic, organized and hardworking; ready to take up any challenge of life abreast with the latest trends and possess good communication skills. My basic objective is to hone in my skills for comprehensive personality development and be an epitome of trust and reliability in the industry. My prime goal is to understand professional environment and capitalize on opportunities. I'd appreciate the chance to meet with you in person to discuss as to how I could be a vital part of your organization.

Your Sincerely,
SANJANA SHARMA

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8979568087, Noida

sanjanasharma1210@gmail.com

Address: Swarg-Ashram Road Green Valley Colony Hapur

Career Summary

- Hands on experience of ensuring projects are requirements to the highest quality, within TAT by effectively organizing, managing and utilizing all resources.
- Results driven but diplomatic professional able to work effectively in teams or independently to meet and exceed business as well as customer needs.
- Possesses sound communication and presentation skills with abilities in taking initiatives towards achieving organizational goals.

Technical Summary and Tools

Languages: Php, Python, Html, Css

Technologies: Web Development, PLsql, ETL Testing

Academics

M.C.A. : Master of Computer Application, INMANTEC Institute, AKTU, Ghaziabad

Percentage- 74.6 Year – 2019-21

B.C.A. : Bachelor of Computer Application, INMANTEC Institute , Ghaziabad

Percentage - 69.09 Year - 2019

12th : U.P. Board Allahabad, **Percentage - 76 Year - 2016**

10th : U.P. Board Allahabad, **Percentage – 79 Year - 2014**

Projects & Training

- **Online Food Ordering Website: Duration:** January 2021

Technologies Used: HTML, CSS, JAVASCRIPT, PHP, MYSQL

- **E-Commerce Website: Duration:** June 2021

Technologies Used: HTML, CSS, JAVASCRIPT, PHP, MYSQL

Experience

- **FRESHER**

Skills

- **Teamwork**
- **Problem Solving**
- **Initiative**
- **Continuous Learning**
- **Self Management**
- **Written and Verbal Communication**

Personal Dossier

Date of Birth:	20/07/2001
Gender:	Female
Hometown:	Swarg-Ashram Road Green Valley Colony, Hapur
Current City:	Noida
Nationality:	Indian
Language Known:	Hindi, English
Marital Status:	Single
Hobbies:	Singing, Travelling

Declaration

I hereby confirm that the information given above is true and correct to the best of my knowledge.

Date:
Place:

Sanjana Sharma