

Amit Dubey

Gopiaganj, Uttar Pradesh
dubeyamit6395c6d98_r26@indeedemail.com
+91 93693 01104

Personal Details

Date of Birth: 1995-03-06
Eligible to work in: India
Highest Career Level: 2-5 years experience
Total years of experience: 5

Work Experience

Teacher

Prayagraj, Uttar Pradesh
February 2018 to August 2022

Content Writer

Pitman Institute - Allahabad, Uttar Pradesh
September 2018 to April 2021

Education

Bachelor of education in English

MGKVP Varanasi - Uttar Pradesh

10th Pass

Skills / IT Skills

- Organisational skills
- Customer service
- Communication skills
- Cash handling
- Administrative experience
- Microsoft Office
- Leadership
- Project leadership
- Back-end development
- Time management
- Marketing

- Organizational skills
- Microsoft Access
- Accounting
- Hindi
- Tally
- ERP systems
- Payroll
- Analysis skills
- Personal assistant experience
- Secretarial work
- Filing
- Field sales
- Sales
- English
- English
- English Typing (5 years)
- Computer skills
- Lesson Planning

Certifications and Licenses

Driving Licence