

# UMME KULSUM

## Contact Details

**Email:**

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**Phone:** 8319990498

**Location:** Bhopal, Madhya Pradesh

## Languages

Hindi, English, Urdu

## IT Skills

- Good Knowledge of Computers
- Microsoft Office Basics
- Communication Skills
- Chat Support Handling

## Hobbies

- Reading Books
- Learning New Skills
- Meeting New People



## ABOUT ME

Dedicated and enthusiastic individual seeking to build a career in a professional environment. Possess good communication skills, a positive attitude, and the ability to provide excellent customer support. Quick learner with strong teamwork and adaptability skills.

## CAREER OBJECTIVE

Want to work in a field or pursue a profession in which I am interested, where I can improve my skills and contribute positively to organizational growth.

## EDUCATION

**10th Standard – 88%**  
All Saints School

**12th Standard (Maths Commerce) – 85%**

## INTERNSHIP EXPERIENCE

Completed internship at Ethical Intelligence IT Company and worked on a real project named **mecaps.in**.

## KEY SKILLS & COMPETENCIES

- Quick Learner
- Teamwork & Collaboration
- Problem Solving
- Time Management
- Adaptability & Flexibility