

# Amisha Tomar

Indore, Madhya Pradesh  
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8107670225

## Work Experience

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### **Receptionist and councillor**

Aakar ias institute - 1 year  
August 2021 to July 2022

My job was to greet the customers and new comers. Councelling was given by me about yhe coaching and cources. It was my duty to convince them for our institute

## Education

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### **Bachelor's in Commerce**

Jiwaji University  
July 2020 to Present

## Skills / IT Skills

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- Computer skills
- Communication skills
- English
- Customer service
- Hindi
- Microsoft Excel
- Microsoft Word
- Typing