**CURRICULUM-VITAE**

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| **NITIN VERMA** **33/A, Nature Valley Colony****Jamali – 453441, Dist. – Indore (M.P.)****Mob. : +91 - 9131004558** **E-mail : nitinvermaopt@gmail.com** |
| **OBJECTIVE**  | To secure a challenging position in a progressive organization, where my management skill can be enhanced and to contribute to the organization success. |
| **EXPERIENCE** | * **6 years**’ experience in **Cyber Multimedia & Carrier Centre, Mhow** as a **Computer Operator.**
* **2 years’** experience in **Printing Press** as a **Graphic Designer**.
* **2.5 years’** experience in **Vijay Education Academy, Mhow** as a **Content Developer**
* Presently Working in **Extramarks India Pvt. Ltd., Indore** as a **DTP Operator**.
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| **ACADEMIC QUALIFICATION**  | * Pursuing Result B.A. Final Year from Ignou.
* 12th passed from M.P. Board, Bhopal.
* 10th passed from M.P. Board, Bhopal.
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| **OTHER QUALIFICATION**  | * **1 year** **Diploma in Office Automation (DOA)** from **Ismark Tutorial’s** **& Computer Education**.
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| **JOB PROFILE****PERSONAL STRENGTHS**  | * MS Office : MS Word, PowerPoint.
* English & Hindi Typing
* Internet (All work)
* Computer Hardware & Networking
* Hard Work
* Working confidently under pressure
	+ Fun loving nature
	+ Team spirit
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| **PERSONAL PROFILE**  | **Name** : Nitin Verma**Father’s Name** : Late Mr. Hira Lal Verma **Date of Birth** : 13th Oct, 1988**Nationality** : Indian**Marital Status** : Unmarried **Languages Known** : English & Hindi  |
| **DECLARATION** | I hereby declare that the above information is true to the best of my knowledge and belief.  |
| **Place : Mhow****Date : 09/04/2019 NITIN VERMA**  |