

SUMMARY

Tech-savvy professional with expertise in computer operations and a growing background in web development. Efficient in handling office tasks, troubleshooting issues, and optimizing workflows. Strong problem-solving skills with a commitment to accuracy, productivity, and innovation.

SKILLS

TECHNICAL SKILLS

- **Frontend Technologies:** HTML, CSS, JavaScript, ReactJS, Bootstrap, Tailwind CSS
- **Backend Technologies:** Django (REST API), Flask, Node.js + Express.js
- **Databases:** MongoDB
- **Tools and Platforms:** Git, GitHub, Docker, Amazon AWS (EC2), Postman

OFFICE SKILLS

- Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)
- Financial Transactions & Ledger Management
- Bank Transactions & Record Keeping

ACADEMIC PROJECTS

Movie Ticket Booking Web App

- Developed a React.js frontend with a user-friendly, responsive interface using Bootstrap and CSS.
- Implemented Formik & Yup for secure and efficient form validation in login/signup flows.
- Built Django REST APIs with secure database integration (MongoDB).

Shopping Web App

- Built a React.js UI, styled with Bootstrap and custom CSS for responsiveness.
- Implemented authentication and cart management using Context API.
- Used Axios for API requests, integrated Fake Store API, and handled local storage.

CERTIFICATION

Coding Invaders

Full-Stack Developer (12 Months Program)
Oct 2022 – Mar 2024

PROFESSIONAL EXPERIENCE

Jiwan Books International (P) Ltd.

| 2016 - 2023

Accounting Assistant

- Processed financial records, invoices, and tax deductions (TDS, GST), ensuring 100% accuracy.
- Managed daily data entry tasks, book-keeping, and account reconciliation
- Assisted in banking operations, including deposits, cheque processing and financial reporting.

PP Publications

| 2013 - 2014

Accounting Assistant

- Performed high-volume data entry for financial transactions and invoices.
- Optimized courier and logistics workflows, ensuring efficient handling, timely delivery, and cost savings.
- Assisted in audit preparation by maintaining organized financial records.

EDUCATION

Swami Vivekanand Subharti University, Meerut

Bachelor of Commerce
Feb 2017 – Jun 2020