VIDYA BEDI

B-1/186, New Ashok Nagar

 Mayur Vihar Extn.

Delhi-110096

**EMAIL ID :-** vidyabedi@gmail.com

**CONTACT NO. :-** +91 8076675010

**CAREER OBJECTIVE**

To get a prestigious job in a company where I can implement my theoretical knowledge in to practical, where I can work with intellectual people to improve my own personal skills.

# ACADEMIC QUALIFICATION

|  |  |
| --- | --- |
| **Qualification** | **Institute Name** |
| BA.(H) SPANISH | Amity University Sector-125 Noida |
| SENIOR SECONDARY(12TH) BOARD | Vishwa Bharati Public School, NoidaCBSE BOARD (2015-16) |
| SECONDARY(10TH) BOARD | Vishwa Bharati Public School, Noida CBSE BOARD (2013-14) |

**WORK EXPERIENCE**

|  |  |  |
| --- | --- | --- |
| **Organization** | **Designation** | **Duration** |
| Metlife GOSC, Noida | Associate (AP-LatAm) | 6 Months (September 2019 - March 2020) |
| UrbanPro | Tutor | 4 years (2016-2019) |
| SuperProf | Tutor | 7 months (2019-2020) |

**IT SKILLS**

* MS Word
* MS Excel (Basic knowledge)
* MS PowerPoint

# ACHIEVEMENTS

* Done a theatre in “SPANISH” organized by ASFL.
* Participated in an event “CUISINE” in my college.
* Been a part of the “CULTURAL SOCIETY”.

# LANGUAGE PROFICIENCY

* English
* Spanish
* Hindi

 **Additional Languages**

* German

# PERSONAL SKILLS

* Leadership skills
* Self-motivated and positive attitude
* Communication skills
* Time management
* Teamwork

# SELECTIVE INTERESTS

* Music Production
* Hiking
* Driving cars
* Fashion
* Photography
* I solemnly believe what I have written above is true.

**SIGNATURE:**

**DATE:**