Jetendra Kumar Sah

AT+PO - Chapri, PS - Thakur Gangti – Dist - Godda, Jharkhand, 813208

☐ +91 9608450992 • # kjitendrasah19@gmail.com

Personal Information

Father's Name: Muneshwar Sah
Date of Birth: 8th March 1999
Languages: Hindi, English
Nationality: Indian

Education

SRT College, Dhamri
Bachelor of Arts (BA)   *2022 – Present*
Currently pursuing BA with a focus on humanities and social sciences.

Mahadev Singh College, Bhagalpur
Intermediate of Science   *2018*
Completed intermediate education with strong performance in science.

+2 HS Kharkhodia
Matriculation (10th)   *2015*
Successfully passed with solid academic achievements.

Skills

Technical Skills:
- Java Programming
- Proficient in MS Office Suite (Excel, PowerPoint)
- Basic Computer Software Knowledge
- Web Development

Soft Skills:
- Team Leadership
- Problem Solving
- Effective Communication
- Time Management

Work Experience

CSC Operations, Jharkhand
Customer Service Manager   *2019 – 2022*
- Managed daily operations of the CSC, ensuring high-quality service delivery and customer satisfaction.
- Implemented strategies to enhance operational efficiency, resulting in a 10% increase in productivity.

Achievements

Leadership: Successfully led a team of 10 members to complete a community development project.
Academic: Consistently ranked among the top performers during academic years.

References

Available Upon Request: Professional and academic references are available upon request.