



SUNITA KISAN PATIL

J R . C L E R K

CONTACT

- 8275339939
- patilsunita709@gmail.com
- sscoetjalgaon.ac.in
- Gat No. 348/2 Plot No 15 Jilha Bank Colony Piprala shiwar, Jalgaon

EDUCATION

Bachelor of Arts

Yashwantrao Chavan Maharashtra Open University , Nashik

2010

50%

Library Training Certificate Course

Maharashtra Kamgar Kalyan Mandal Jalgaon

2007

49%

SKILLS

- Book Keeping
- Book Shelving

ABOUT ME

Being a good reader and listener, I always strive with students to use books and novels, to create a positive environment around them. I take every job that comes my way as an opportunity. Also I honestly try to do justice to my work.

एक चांगला वाचक आणि श्रोता असल्याने पुस्तकांचा आणि कादंबऱ्यांचा वापर व्हावा, आजूबाजूला सकारात्मक वातावरण असावे, यासाठी मी नेहमीच विद्यार्थ्यांशी प्रयत्न शील असते . आलेले प्रत्येक काम मी एक संधी म्हणून स्वीकारते. तसेच मी प्रामाणिक पणे आपल्या कामाला न्याय देण्याचे प्रयत्न करते.

EXPERIENCE

Jr. Clerk

From Sep 11, 2000- PRESENT

S.S.B.T.'s College of Engg. & Technology, Bambhori, Jalgaon

- Book issue and return to students and staff.
- Maintained SC/ST book bank services.
- Data entry in SOUL software.
- Book card issue and membership data in SOUL software.
- All the work related to maintain the library

LANGUAGE

Marathi

English

HOBBIES

Religious story novels

Reading Books