

Lavika Rajpal

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CAREER OBJECTIVE

I am looking forward to a challenging opportunity as Business analyst in an organization of repute.

- MBA complete +Pursuing DOEACC 'A level'

ACADEMIC and PROFESSIONAL QUALIFICATION

Educational Qualification:				
Degree/Diploma	School/College/Institute	Board/ University	Year of Passing	Percentage/Division
MBA: Major-(IT) & \\\nMinor (Finance)	Aztech Computers Ltd. , South Ex, New Delhi	Punjab Technical University, Jalandhar	2012-2015	72.73%
DOEACC(NIELIT): 'A LEVEL'(DIPLOMA)	Aztech Computers Ltd. , South Ex, New Delhi	DOEACCsociety	2012-present	Cleared 9 modules out of 10 and 1 have to appear for.
B.A.(Prog.): (BDP-OMSP)*	Jesus and Mary College, Chanakya Puri	Delhi University	2009-2012	(60.67%) Ist Division
Class XIIth	Green Fields School, Safdarjung Enclave, New Delhi	CBSE	2009	74.8%
Class Xth	Green Fields School, Safdarjung Enclave, New Delhi	CBSE	2007	60%

*Business Data Processing and Office management and Secreterial Practice (BDP-OMSP)

TECHNICAL SKILLS/ WORKING KNOWLEDGE OF COMPUTERS

Technical Skills: DOEACC 'A Level'	
Languages	C, Data Structure(through C++), Java, Unix, Webpage(HTML)
IT Tools	Ms-Office(Word, Excel, Powerpoint and Access)
Database	Oracle 8i,MySql
Other Modules	Computer System Archietecture(CSA),Structured System Analysis and Design(SSAD)

PROJECT DETAILS

- Working on DOEACC 'A level 'Project using Visual Basic(6.0) as Front End and MS-Access(2007) as Backend

EXTRA CURRICULAR ACTIVITES

- Worked as a volunteer with Blind Association from August'09-March'10
- Worked as Admission counselor in Jesus and Mary College during online admission'12

STRENGTHS

- Hardwork and integrity
- Can work under Pressure
- Good communication skills

AREAS OF IMPROVEMENT

- High order Analytical skills

PERSONAL DETAILS:

Father's Name: Mr. Hitesh Rajpal

Date of Birth : December 17, 1991

Languages Known : English, Hindi

Date: 4-04-2015