

# PUJA NIGHOT

## MBA(FINANCE)

### OBJECTIVE

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I am actively seeking a challenging position in the field of finance with the intention of expanding my skill set and knowledge base. I am a good team player, self-organized with strong communication, Leadership skills and interpersonal skills with an ability to grasp new things quickly and motivated to solve problems.

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pujanighot1@gmail.com

Pune -411014

### PERSONAL DETAILS

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- Father's Name: Chhatrapal Nighot
- Date of Birth: 07-05-1998
- Languages: English, Marathi. Hindi

### CURRICULAR ACTIVITIES

- Training and Placement Coordinator
- Admin Team Member of "Lions club"
- Organized Events: "LAKSHYA" mock drive, "BizViz 2024"
- Coordinated Events: Hindi Divas, Blood Donation Camp.

### KEY SKILLS

- Interpersonal skills
- Teamwork
- Positive Attitude
- Social Adaptability

### EDUCATION

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**MBA (Finance)** Datta Meghe Institute of Management Studies

June-2024

- 7.72 CGPA

**B.Sc ( BIOLOGY)**

M P Deo Memorial Science College

- 64.40%

**HSC**

**Mahatma Gandhi Jr College**

- 54.60%

**SSC**

**Mahatma Gandhi Highschool**

- 70.40%

### CERTIFICATIONS

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- Harvard Certification in "Business Communication"
- Harvard Certification in "Financial Management"
- "Fundamentals of Management" by "DMIMS"

### TECHNICAL SKILLS

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- MS Office
- (Excel. Word, PowerPoint)

# WORK EXPERIENCE

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## Finance intern

Kamaldhoot Investment Pvt Ltd

### Key Qualifications and Responsibilities

- Assisting in Portfolio Management
- Analyzing Fund Performance and Reporting to Client
- Conducting Market Research
- Coordinated in Employee Engagement Programs
- Managed screening and documentation