CURRICULUM VITAE

**Naini Palta**

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Road No. 26,

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**CAREER OBJECTIVE:**

Seeking a position to utilize my skills and abilities in Banking Industry that offers professional growth while being resourceful, innovative and flexible.

***EDUCATION QUALIFICATION***

* B.TECH in **Information Technology** from Gurgaon College Of Engineering with **66%** aggregate . I have passed B.tech in 2012.
* 12th C.B.S.E Board with 63% aggregate.
* 10th C.B.S.E Board with 71% aggregate.

***WORK EXPERIENCE***:- I have a experience of 1 year in banking as a phone banking officer in HDFC BANK (adfc payroll).

I have 1 year and 4 months of experience in Indusind Bank as a Client Account Manager.

***SKILLS AND KNOWLEDGE***

* Excellent Interpersonal and communication skills with good ability to understand the requirements of the customers
* Fine time management and team management skills.
* Analytical Skills
* Keen Observer

**ACHIEVEMENTS**

* **Stood First** in Dance Competition in School.
* Participated in college and school level debate and essay competition and received applauds

**PERSONAL SKILLS:**

Comprehensive problem solving abilities, excellent verbal and written communication skills, ability to deal with people diplomatically, willingness to learn team facilitator hard worker.

**PERSONAL PROFILE:**

Name :  Naini Palta

Father’s Name :   Rajiv Palta

Mother’s Name    :   Savita Palta

Nationality    :   Indian

Date Of Birth :   16 Dec 1990

Hobbies    :   Making new Friends,Travelling,Playing Badminton

Languages Known    :   English and Hindi

**Place:** New Delhi. **(Naini Palta)**