

NANDINI KALPESHKUMAR BARAD

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Objective:-

To obtain a leadership position in an organization where practical experience and knowledge of strong analytical skills are valued which provide genuine scope for career development.

Work Experience:-

1 – Oxford school–JAMNAGAR (1 Year)

- Work as a councilor in school.

2 –State Bank of India(NRI Branch) - JAMNAGAR (1 Year)

- Work as Office Assistant in Bank.
- Making a Document Related to Bank in Ms word or excel and Mailing.
- Managing all the Document Related to Branch.

Educational Qualification:-

Degree/course	INSTITUTE	Year of Passing
MBA	GLS Uni.	Pursuing
BCOM	Saurashtra Uni.	2022
HSC	GSHEB	2019
SSC	GSEB	2017

Skills & Achievement:-

- Microsoft Excel, Word.
- Tally
- Leadership quality.

Strength:-

Leadership qualities accompanied with flexibility and adaptability, willingness to work hard, problem solving skills and a very good team player positive attitude. Along with that I am a very quick and dedicated learner with a positive attitude. Friendly and helping nature. Expert in creative problem solving.

PERSONAL INFORMATION

- Languages Known: English, Gujarati, and Hindi.
- Date of birth : 07-03-2002
- Nationality : Indian
- Marital Status : Unmarried
- Hobbies: Photography, Music
- Notice period: Immediate.

DECLARATION

I do hereby declare that the above information is true to the best of my knowledge.

Nandini Barad