**RESUME**

VRINDA MEHTA I- Riverside Park Society,

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**Education (All in English Medium) :**

-MBA from Som Lalit Institute of Business Management, Gujarat Technological University in 2017 with 7 CPI.

-B.COM (Honours course) from Satyawati college, Delhi University in 2014 with 62%.

-12th (H.S.C.) from St.Prayag Public School, C.B.S.E. board in 2011 with 77%.

-10th (S.S.C.) from St.Prayag Public School, C.B.S.E. board in 2009 with 83 %.

**Internships and work experience :**

**-** Admin executive at SWEC education and visa consultancy in 2015 (counseling, HR generalist activities, etc.)

-Summer Internship of MBA in Kotak Mahindra Bank Limited for Retail Banking project in 2016 (Lobby handling, attending customers at branch, client meetings, phone calls,etc.)

-Internship during Demonetization 2016 in Nutan Nagarik Sahakari Bank as a Trainee (Deposits, clearing, transfer, receipts, payment, advances, etc. Learnings during demonetization.)

- Teaching school students on part time basis since 2013.

**Extra-curricular Activities :**

-Computer classes like MS Office, Internet, Tally, HTML.

-Active in BAPS Akshardham temple, New Delhi.

-Yoga and meditation classes at Art of Living, Bhartiya Yog Sansthan, Patanjali and worked there as a volunteer also.

-Industrial visit at MacD and Dominos, New Delhi.

-MBA Projects, PPT presentations and other cultural activities.

-Member of college Commerce Society, performed gujarati dance in fest and participated in Arts and Cultural society for poster competition with certificate of consolation in Delhi university.

-School participations in sports, rangoli of wool, punjabi and western dances and drawing/painting competition of Delhi Fire Services with its appreciation certificate.

-Active in society functions of drama/plays, swimming, etc. with prizes.

-Other projects during school and graduation.

Trophy Received - Got 2nd rank in Dance Competition of Delhi Gujarati Samaj in New Delhi.

I hereby declare that all the above information is true to my knowledge and understanding.

**VRINDA MEHTA**