

Neha Pandey

nehapandeypan.np@gmail.com ✉

7987189498 📞

Sagar 📍

An influential Person trying to seek opportunities in a renowned organization so as to utilize my skills for organization and individual growth

EDUCATION

Post Graduation

BTIRT, Sagar

2017 - 2019

Courses

- MBA Finance

Graduation

Dr. Hari Singh Gaur Central University ,
Sagar

2015 - 2017

Courses

- B.COM

Diploma

Makhanlal Chaturvedi National University,
Bhopal

2017

Courses

- Diploma in Computer
Application (DCA)

Class XII

Deepak Memorial Senior Secondary School
(CBSE Board) Sagar

2014

Courses

- Field - Commerce

Class X

Deepak Memorial Senior Secondary School
(CBSE Board) Sagar

2012

WORK EXPERIENCE

Associate (Zonal Coordinator)

SBI Life

08/2020 - Present

Achievements/Tasks

- Got certified from SBI (Administration office Indore ,
Bhopal Circle)
- Project work on - HR comparative study of human
resource structure of Bank with that of other
private/public sector banks
- Employee of the Month
- Won Contests organised by SBI Life

Admin

Bajaj Capital, Indore

08/2019 - 08/2020

Achievements/Tasks

- Most valuable Contributor to the **Indore-2 IPC** by "Doing
what it takes"

SKILLS

Excel

Good Communication

Strong interpersonal Skills

Being Affable for Others

Passionate Towards Work

Hard Working

Enthusiast

Computer Skills

Leadership Qualities

PERSONAL PROJECTS

Comparative Study of Airal and Surf Excel

Study about P&G Projects

- **Role** - Marketing strategy and planning project work

CERTIFICATES

Internship Certificate from SBI , Indore

Certified as the most valuable Contributor to the
Indore-2 IPC by "Doing what it takes"

LANGUAGES

English

Full Professional Proficiency

Hindi

Full Professional Proficiency

INTERESTS

Dance

Sports

Stage related Activities