

VIVEK PRAJAPATI

CURRICULUM VITAE

CONTACT

- +917011873339
- vivek20041011@gmail.com
- Bhondsi, Gurgaon

SKILLS

- Time management
- Data insights
- Tax planning
- Analytics & Reporting
- Advanced computer knowledge
- Team coordination skills
- Communication
- Adaptability
- Confident and motivated

LANGUAGES

- English (Fluent)
- Hindi



PROFILE

My name is Vivek and I am dedicated and enthusiastic professional with a strong work ethic, consistently delivering high-quality results through hard work and determination".Expertise in budgeting, financial analysis, and reporting. Proven ability to optimize financial operations, support strategic decisions, and ensure compliance. Skilled in Excel, financial modeling.



EDUCATION

RBSM PUBLIC SCHOOL

Bhondsi,Gurgaon

- 10th class 2019-20
Secured 91.8%
- 12th class 2021-22
Secured 82%
- DPG DEGREE COLLEGE (MDU AFFILIATED) 2022-2025
Bachelor's of commerce (Honours)

EXPERIENCE

Internship

From Cannibals media Pvt. Ltd

Feb 2024 -Mar 2024

CERTIFICATIONS

IIDE CERTIFICATIONS

Udemy

Data Analytics And And Data Mining
Financial Modelling
Human Resources
Advanced Excel
Accounting Certificate
Tally ERP