**Nirajkumar Singh**

Address:

206/4, Chankyapuri,

Ghatlodia, Ahmedabad ,

Pin Code: 380061

India.

E-mail Id: Nirajkumar.uk26@gmail.com M. No: +91 7600634764

Nationality: Indian

**Profile**

I am a good team leader as well as a good team member and have participated in various team activities as a team leader. I have done many successful researches as well as prepared many financial reports. I am an adaptable, versatile and innovative graduate who has an ability to inspire other’s; can easily work on Microsoft office, Payroll and Tally software. I am searching for an opportunity to get job to increase and develop my skills.

**Current studies**

**Staffordshire University Jan 2014- June 2015**

**Master of Business Administration Grade**

Risk and Financial Analysis First class

International Supply Chain Management First class

Global Strategic Management First class

**Education and Qualification**

**International School of Management Studies, Pune, India 2012 - 2013**

**Edexcel BTEC Level 7 Extended Diploma in Grade: Pass (2:1)**

**Strategic Management and Leadership**

* Managing Financial Principles And Techniques
* Research Methods For Strategic Managers
* Project Development And Implementation For Strategic Managers
* Professional Development For Strategic Managers
* Strategic Human Resource Management
* Developing Strategic And Managerial Leadership Skills
* Strategic Quality And Systems Management

**N.R. Institute of Business Administration, Ahmedabad, Gujarat, India 2009 – 2012**

**Bachelor of Business Management**

* Management Accountancy Grade: First class (2:1)
* Advanced Human Resource Management

**H.S.C Gujarat Board 2009 82%**

**S.S.C Gujarat Board 2007 78%**

**WORK EXPERIENCE**

**Staff Indian Society (a society at Staffordshire) June 2014 to May2015**

Appointed as a Finance manager to carry out all financial activities of society: including budget planning, budget control, fund raising, auditing, and book keeping.

**Internship**

**Offer Beat (a local Search Engine) Pune, India 10th Oct 2012 to 24th July 2013**

Approached by the Research and Development department of offer beat: to carry out a research on the scope for the new local search engine in the local market and to prepare a project to successfully launch a local search engine in Pune. It included market research, project management and meetings with customers and market experts.

**EMPLOYABILITY SKILLS**

* Analyzer: I am a very good analyzer and investigator in different situations as well as tasks given to me. I have an ability to evaluate things from different aspects. This makes me good decision maker also.
* Time Management: I have always planned out all the things to be done in the whole day, week, and year and have been doing this for the past six years so that I can achieve my dream. Time Management has been grown over the years as I had a lot of project to be done in college and had to submit each project on time where I even had a time table for this.
* Negotiation: I have always been very particular about spending money on the things I need and how to negotiate on the things I want.
* Versatile: I am an adaptable graduate who can easily adjust with different role and utilise maximum resource available to achieve goal.

**INTERESTS & ACHIEVEMENTS**

* In my masters I have got academic excellence award, Total quality management award and best market research of the year.
* I have participated and won volleyball championship in 2007 at AakhilBhartiya Volleyball Championship in Gujarat.
* I have won the Table Tennis Championship in 2012 at International School of Management Studies, Pune, India.
* Travelling the world has always been my passion, Experiencing different cultures and their natural resources has always been another great interest.

**REFEREES**

Andrew Hirst BSc MBA PhD PGCE(HE) FHEA  
Senior Lecturer  Award Leader MBA & IPA STMC/GIST  
Business School  
Faculty of Business, Education and Law  
Staffordshire University

Telephone Number +441782295861  
e-mail a.p.hirst@staffs.ac.uk

Mrigakshi Sharma

International School of Management Studies

Pune- India.

Professor of personality development

Mobile number: +91 9881804411