



Malini Mahato

Masters in Business Administration
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EDUCATION

Degree/Certificate	Institute/Board	CGPA/Percentage	Year
M.B.A.	Indian Institute of Technology, Kanpur	8.4 (Aggregate)	2026
B.Com(H)	Amity University,Kolkata	8.48	2020
Senior Secondary	I.S.C.	84.60%	2017
Secondary	I.C.S.E.	80.17%	2015

EXPERIENCE

- Sudisa Foundry Private Limited** *November 2022 - May 2024*
Account Executive *Jamshedpur, India*
 - Maintained a record of all due bank payments and ensured that each payment was executed promptly.
 - Streamlined 100+ daily transactions with a focus on efficiency, ensuring that each transaction was recorded accurately.
 - Prepared MIS (Management Information System) report and presented it on a monthly basis
- Vidhi Developers Pvt. Ltd** *January 2022 - September 2022*
Accountant *Jamshedpur,India*
 - Journalized financial transactions on TALLY software and facilitated GST filings with accuracy
 - Reconciled Accounts Payable and Receivable and ensured that the financial statements were prepared on time
 - Prepared stock statements while also ensuring that all bank payments were made promptly and accurately
- Tata Steel** *June 2019 - July 2019*
Internship *Jamshedpur,India*
 - Completed an in-depth study on Working Capital Management at Tata Steel
 - Gathered and interpreted both the qualitative and quantitative data for the Business Analysis Group

SKILLS

- Technical Skills:** SQL, Excel
- Management Skills:** Supply Chain, Marketing, Consulting, Project Management, Six Sigma
- Tools:** Canva, Figma, Notion

CERTIFICATIONS

- Supply Chain Operations, Rutgers** *Feb 2025*
- Business Analytics with Excel, Coursera** *Oct 2024*
- Google Digital Marketing and E-Commerce, Coursera** *Mar 2023*

ACHIEVEMENTS

- Secured 3rd rank out of 500+ teams nationwide in the Prodysey Case Competition organized by IIM Indore
- Secured National finalist position among 100+ teams in Marketing Competition organized by MDI Murshidabad
- Secured National finalist position among 500+ teams in Marketing Case Competition organized by IIM Indore

POSITIONS OF RESPONSIBILITY

- Capstone Committee Coordinator,** *Capstone Committee, IITK*
Sep 2024 - Present

INTEREST AND HOBBIES

Travelling, Cooking