

GITIKA MANTRI

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16, Birlo Ka Bas,
Gajanand Marg,
Pali -306401

Career Objective:

To give my best in the work I do.

Maximum value addition and opportunity that would pose tough challenges.

Education:

Presently pursuing CS (Executive).

Experience:

- Currently working with Axis Bank, Pali (Raj.) as Relationship Officer- SBB Sales from 25th February 2021.
 - 1 year 10 months working experience with VIRENDRA PATWARI & CO., BHILWARA (Rajasthan) as office executive from 6 November, 2017 to 7 September, 2019.
- Assisted in Statutory & Concurrent Audit of different branches of SBI and CUB.

Chartered Accountancy Examination (ICAI):

- CPT from ICAI in December 2008.

University/Board Examination:

- PGDCA from Aishwariya College, Pali (JNV University) with 69.07% in 2015.
- M.com from Banger College, Pali (JNV University) with 51% in 2016.
- B. Com from SNPJM college, Jodhpur (JNV University) with 50% in 2012
- 12th CBSE board from B.R.Birla Public School, Pali with 48 % in March 2008.
- 10th RBSE board from Mahaveer Bal Mandir School, Pali with 79.87% in May 2006.

Computer Proficiency:

- Operating knowledge of Microsoft Office.
- Working knowledge of Financial Accounting in Tally.
- Able to do ROC Filing and Tax Return Filing.
- Statutory & Concurrent Audit in Banking Sector.

Skill Set

- Completed "Knockdown the Lockdown" Online Course by TCSiON.
- Completed 30 hours of GST training by IDTC of ICAI.
- Orientation programme as made mandatory by ICAI.
- Completed 100 hours of computer training programme from ICAI Jodhpur branch.
- SIP Training as made mandatory by ICSI.
- Keen learner, optimistic, sincere and honest.

Extra Curricular

- Participated in District Level Basket Ball Competition during schooling.
- Awarded with 3rd position in State Level Science Quiz during schooling.

Personal Details

Father's Name: Nandkishore Mantri (Commission Agent)

Hobbies: Sketching, Dancing, playing Badminton and Swimming.

Language known: English, Hindi