

**Prachi Jain**

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**Career Objective**

An MBA with around 5 years of experience in the banking and financial sector industry. Looking for new challenging opportunities and ready to learn new things to achieve organisational goals.

**Education**

**Masters, Business Administration** Graduated, July 2013

University of Lucknow,

Lucknow, UP

**Bachelor, Commerce** Graduated, July 2010

National P.G College

University of Lucknow,

Lucknow, UP

**Internship/ Industrial training**

* 2 months summer training at Kotak securities pt. ltd, Lucknow, 2010

I studied the equity analysis and obtain the knowledge of stock market, analysing industry and company data. Finding which stock is better for investor to invest in stock market. I did the fundamental analysis of the 5 sectors. I got an in-depth knowledge about the analytical analysis of Indian stock market.

* Industrial visit at PCDF Ltd. (Parag), Coco-cola factory, N-mart

**Work Experience**

# March 2014-April 2015 Program Associate, *MicroSave*, Lucknow

* Responsible for the end-to-end proposal development process, from scouting business opportunities to creation of high-quality documents, and their submission
* Worked in a high-volume, deadline-bound environment
* Skill used: Secondary research, Data Analysis, liaising with consortium firms and external

# May 2015- Present Assistant Manager, Bank of Baroda

* Managing both operation and credit portfolio of the branch;
* Key account management;
* Strategic planning and team leadership;
* Branch administration
* Expertise in managing the banking operations with key focus on top line profitability by ensuring optimal utilization of resources.
* Operations of Loan and Insurance products for branch and inter-branch business development

**Professional Qualifications and Affiliations**

* Trained in Process mapping toolkit and Microsoft Visio software, *MicroSave*, Lucknow, 2014
* Completed certification course in Spanish language from EFLU (English and Foreign Language University), Lucknow extension.
* Certification in stock market basics, Zerodha, Oct 2020
* Certification in Technical analysis, Zerodha, Nov 2020
* Certification in financial modelling foundation, LinkedIn, Oct 2020
* Certification in Accounting Fundamentals, CFI (Corporate Finance Institute), Feb 2021
* Certification in Reading Fundamental Statements, CFI, Feb 2021
* Excel crash course- spreadsheet fundamentals of Finance , CFI, April 2021

**Academic Projects**

* Industry analysis (CTV industry)- This project I have done in Business Policy and strategy
* PEST (Political economical social and technical) analysis of DABUR and SAIL (Successfully completed project under Prof. Dr. Ritu Narang, Lucknow university)
* Change Management (This project was done by me which was for Organisational Effectiveness)
* Case updating & Analysis of HDFC (This project I have done in Marketing Management)
* Academic business plan project entitled “Fruit Juice processing- Freshen juice” under the guidance of Prof. Nishant Kumar, Lucknow University.

**Achievements**

* 2nd Winner in Group Ad mad show in MBA (sem-1) in 2011
* Member of organizing team of xtra vaganza event 2011 and Samanvya in LUMBA
* Member of NSS (National Social Service) at college level
* Attended a seminar on ‘Investment Planning 2013’ conducted by Reliance Mutual Fund in Lucknow
* Was a member of largest youth organisation- AIESEC
* In an Organising Committee team of an event named “balkalakaar 3.0” by AIESEC- Youth organisation

**Skills**

* Good communication skills
* Fast learning capability
* Team Leadership
* Branch Operations
* accounting
* Stock market
* Technical and fundamental equity analysis
* Key account management

**Computer Proficiency**

**Computer Proficiency:-**

* Microsoft office tools (word, excel, power point, outlook)
* Advanced excel
* Operating system
* Microsoft Visio
* Basic knowledge of SPSS

**Personal details**

**Father’s name**: Arun Kumar Jain

**Mother’s name**: Meena Jain

**Date of Birth**: 25 April, 1989

**Marital status:** Married

**Nationality:** Indian

**Languages:** Hindi, English

**Address**: Runwal Greens, 1406 oakwood tower 1, mulund Goregaon link road, near Fortis Hospital, Bhandup west, Mumbai 400078

**Declaration**

I hereby declare that the information furnished above is true to the best of my knowledge.

**(Prachi Jain)** Date: 12/07/2021