**NAMITA VIJAY**

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| **Carrier Objective** |

Seeking a career that will challenge me and allow me to utilize my knowledge, personal skills to gain comprehensive understanding in such a way that is beneficial to both me and my employer and allow for future growth and advancement.

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| **Academic Qualification** |

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| **Degree/ Certification** | **Institute/ University** | **Year of Passing** | **Percentage** |
| Master of Business Administration (MBA)  (Banking & Finance) | Banasthali Vidyapith, Rajasthan | 2017 | Result Awaited |
| Graduation (B.B.A) | Jaipur National University | 2015 | 72% |
| C.B.S.E Board(XII) Commerce | Modern School , Kota | 2012 | 69% |
| C.B.S.E Board (X) | Modern School , Kota | 2010 | 66.5% |

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| **Certification Courses/ Other Qualifications** |

* Summer Internship from AXIS BANK, Kota Rajasthan.
* Pursuing certification course in German Language.

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| **Awards and Achievements** |

* Event coordinator in school and college annual functions and other technical events.
* Won awards in school and college level debate competitions.
* Was a member of school basket ball team.
* Participated in ICICI Virtual Stock Mind Competition at college level and achieved 6th position.
* Volunteered in Financial Planning session organized for the illiterate women.
* Participated in Simulation Workshop organized by IIM alumni and conducted by Mr. Nitin Tailor in Banasthali University.
* Member of the organizing committee of the management session in the college.
* Coordinator of various committees like Discipline, Hospitality in departmental fest.
* Attended First International Women Conference on Financial Literacy.
* Attended International Workshop on Enhancement of Communication Skill and Language Acquisition's organized by Department of English and German.

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| **Other Information** |

* Proficient in Microsoft Office Tools and Basic Computing applications.
* Disk Operating System
* Attended Legal Awareness Training Program “PEHAL” for Women by National Commission for Women, India.

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| **My Strengths** |

* Flexibility in work assignments.
* Good leadership skill to set goal, empowerment and performance evaluation.
* Strong Problem solving skills to resolve issue quickly and fairly.
* Good Interpersonal Skills.
* Perfection in work assignments.
* Initiator, Passionate and have a Zeal to perform best.

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| **Personal Information** |

Name : Namita Vijay

Date of Birth : 23/11/1994

Mother tongue : Hindi

Languages : English , Hindi

Permanent Address : 7“LAXMI” , Nayagoan Rawatbhatta Main Road , Kota (Raj.) 324010

Email : Namita23vijay@gmail.com

Contact No : 8003726999

Passport No : N5302218

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| **References** |

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| 1. Prof. Harsh Purohit (Ph.D)   Dean, FMS-WISDOM  Banasthali Vidyapith- 304022  Rajasthan  Email: [deanwisdom@banasthali.in](mailto:deanwisdom@banasthali.in);  Tel. +91- 01438 228956 (D) |

I hereby declare that all the information provided by me is correct, to the best of my knowledge.

Signature

Place: Tonk, Rajasthan, India Namita Vijay