**CURRICULUM VITAE**

**Mahak ghai**

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**Vocational Focus :**

●Firstly Looking to work as a banker that give me chance to improve my job performance and experience which can be helpful for my upcoming career in field of bank and finance.

● To work in a highly competitive environment with a perfect challenge by contributing the best for the growth of the organization while ensuring growth in personal career.

● To Be a Successful professional in a Globally Respected Company and to achieve the objectives of the company with Honesty and Fairness and to Continuously Upgrade of my Knowledge and Skills.

● To work in a Challenging environment where I can put my best efforts and knowledge to reach the respective company’s goals and Values.

● To work in a challenging environment where I can prove my capabilities through hard work and team play.

● To be associated with a progressive organization that gives scope to update my skills according to latest trends and to be a part of the team that dynamically works towards the growth of the organization.

**Academic Training :**

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| --- | --- | --- | --- | --- |
| **NAME OF INSTITUTE** | **UNIVERSITY** | **YEAR** | **DEGREE** | **PERCENTAGE** |
| Nehru montessori senior secondary school | CBSE | 2014 | 10TH | 7.6 CGPA |
| Nehru montessori senior secondary school | CBSE | 2016 | 12TH | 78% |
| seva sadan mahavidhyalaya | DAVV,INDORE UNIVERSITY | 2019 | GRADUATION(BBA) | 80.11% |
| sandip institute of technology and research centre | SAVITRIBAI PHULE,PUNE UNIVERSITY | PURSUING | POST GRADUATION  (MBA) | **\_** |

**Skill Set :**

● Creative and goal oriented

● An Analytical mind

● Excellent writing skills

● Sound Knowledge of Microsoft Office

● Management & leadership skills

**Personal Achievements :**

● Awarded for 1st Rank in university in graduation.

● Certification In computer DCA

**PROJECTS:**

1. *As participated in the project of battlefield , 2 days stall of many products in nashik Area. with the team size of 8 peoples* ***(worked as a financial manager in a team)***
2. *Also participated in the project of E-chopal, 1 day stall of T-shirts, perfumes, etc…. with the team size of 5 peoples* ***( worked as a cashier and managing cash in a team)***

**Personal Details:**

**● Date of Birth :** 7 January,1999

**● Father's Name:** Ramesh ghai

**● Sex:**  Female

**● Marital Status:** single

**● Languages known :** Hindi , English , Punjabi

**● Nationality :** Indian