



# Namita Valbhani

MBA Student

Seeking a challenging and innovative position in a firm that will maximize the opportunities for me to implement my skill set and knowledge as well as use my capabilities in the best way possible so that I am able to enrich my skills and aid the development of the firm I work with.



valbhaninamita99@gmail.com



9834526170



Pune, India



linkedin.com/in/namita-valbhani-44070722a



instagram.com/\_namita08

## EDUCATION

### MBA

Sadhu Vaswani Institute of Management Studies

Pune

### B.B.A

Institute of Management & Research

06/2017 - 06/2020

Jalgaon

### Higher Secondary Certificate

St.Teresa's Convent School

06/2015 - 05/2017

Jalgaon

## SKILLS

Communication

Problem Solving

Accounting

Presentation

Analytical Thinking

MS Office

## CERTIFICATES

Advance Excel and Tally (05/2022 - Present)

By Disha Institute, Pune

## ACHIEVEMENTS

Won prize for presentation and debate in college business fest.

Core team member for HR Conclave organised by Sadhu Vaswani College.

Winner of the 'startup idea competition' organized at college level.

Participation in Networking event organized by KYC college.

## LANGUAGES

English

Professional Working Proficiency

Hindi

Full Professional Proficiency

Marathi

Limited Working Proficiency