***RESUME***

*APOORVA SINGH D.O.B: 01/02/1992*

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*road,khatipura, Jaipur (Raj)*

***Highlight*** *: Appearring for Company Secretary(CS), Executive Level, June attempt-2014. Post graduate diploma in financial management (2012-2013) : subjects I studied were Investment Banking, Financial institution & markets. BBM Graduate, 45 days internship with AXIS Bank in FOREX, Further looking for a job opportunity in finance, investment banking and foreign exchange.*

*Bio: Passionate about everything I know and curious about everything I don’t know. In all inquisitiveness is the word for growth.*

***Objective****: To work for an organization which will help in value addition, also to seek a dynamic job in a growth oriented company which provides me the opportunity to utilize my knowledge and skills.*

***Education:***

* *Appearring for Company Secretary(CS), Executive Level, June attempt-2014*
* *Post graduate diploma in financial management from YMCA, NEW DELHI(2013)- Investment banking*
* *Bachelor of business management (BBM) : Rajasthan University-International college for girls’ (2012)- 70%*

*Concentration: finance, marketing, human resourse , research methodology, quantitative techniques.*

* *CBSE-M.G.D girls’ school, Jaipur (2009)- 1st division*

*Concentration: Physics, Chemistry, Mathematics, Bio-technology, English*

* *CBSE-M.G.D girls’ school, Jaipur (2007)- 1st division*

***Work experience & projects:***

*I have interned with axis bank, Jaipur (headquarters) for a period of 45 days in the summer of 2011. My area of study was foreign exchange market(FOREX), where I evaluated and studied various documents required during the exports-imports*

*I also prepared a project in foreign exchange market.*

***Interest:***

*Dancing ,Travelling ,walking, driving, discovering and being vigilant of what is around me*

*Reading books: favorites*

*:. ‘A thousand splendid sons, The kite runner’- khaled hosseini,*

*:. ‘Mayada , Princess’ – Jean Sasson*

***Achievements:***

* *Secured grade ‘A’ in Indian public schools’ conference, GK Test.*
* *1st position in inter house Basketball competition*
* *1st position in inter school skating competition*
* *1st position in inter house dance competition*
* *Participated in choreography at the IPSC level*
* *Was a member of the school band*
* *Participated in “national painting competition” at state level.*
* *Participated in AIESEC workshop*
* *Participated in in ‘card making’ in Horlicks wizkids.*
* *Participated in SDIPA’s winter funk.*
* *1st in the High jump event.*

***Skills & strengths***

* *Good qualitative aptitude with excellent grasping and eagerness to learn*
* *Proficiency in communication skills*
* *Basic Knowledge MS Office & internet basics*
* *Self motivation & perseverance*
* *Linguistic ability: have excellent command over English & Hindi*