



# Prakshi Chanana

Pursuing CS (ICSI) , M.B.A (Finance)

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8860405135

Ghaziabad, India

To obtain a position that will enable me to use my strong organisational skills, educational background and ability to work well with people.

## WORK EXPERIENCE

### Teacher

Faculty/Private tutor

04/2015 – Present

Trained students in Different Subjects

### Teacher

Harshdeep Public School

04/2016 – 09/2016

worked as head of department

## TECHNICAL SKILLS

Expert in working on computers

Competent knowledge of MS-Office

Good understanding of Finance technicals

## EDUCATION

### Company Secretary (Pursuing)

Institute of Company Secretary of India

06/2017 – Present

Levels

- Cleared Foundation level

- Executive level (Pursuing)

### MBA (Finance & International Business)

GGSIPI University - Delhi

08/2018 – Present

### Bachelors of Commerce

IME College affiliated from CCS University

08/2016 – 03/2018

### Higher Secondary

CBSE

04/2012 – 03/2013

### Senior Secondary

CBSE

04/2014 – 03/2015

## SKILLS

Problem Solving

Management

MS Office

Leadership

Team Player

Analytical Skills

Presentation Skill

Business Planning

Organisational Skills

Business Strategy

Market Analysis

## ACHIEVEMENTS

Worked as an Event Coordinator in annual Inter college fest " lakermesse 2019"

Participated in marketing seminar as backstage co-ordinator in college

secured 1st position in Dance competition at Lions club

Represented as a comperer/anchor in seminar " financial innovation: challenges and opportunity"

secured 1st position in pralekhi "a documentary on cyber crime ".

## LANGUAGES

Hindi



English



## INTERESTS

Reading Books

Listening music

Market Analysis

Teaching

Dancing

Business Planning

Good Communication