

# SURBHI SINHA

NEW DELHI · 8373978136

[Sinha.surbhi97@gmail.com](mailto:Sinha.surbhi97@gmail.com)

[Linkedin.com/in/surbhi-sinha-9537161aa](https://www.linkedin.com/in/surbhi-sinha-9537161aa)



## OBJECTIVE

Seeking an entry level position in the field of Marketing or Finance in an esteemed organization that would help me expand my knowledge of the domain and also contributing to the organization at the same time.

## WORK EXPERIENCE

### **FINANCE TRAINEE**, ADITYA BIRLA SUNLIFE INSURANCE **SUMMER INTERNSHIP (AS PART OF PGDM COURSE)**

- Learning practical approaches of financial terms.
- Intraday selling and purchasing of shares on ZERODHA-KITE website.
- Learning about technical and fundamental analysis.
- Building relationship.
- Recording of index change of a particular industry.
- Acted as a leader of the batch of interns.
- Assisted my mentor in taking interviews of new interns.
- Selling insurance products.

### **FINANCIAL PLANNING MANAGER**, FINEDGE ADVISORY PRIVATE LTD. **JANUARY 2020- MARCH 2020**

- Learning about Mutual Funds.
- Converting prospects into clients.
- Calling prospects who visits website.
- Describing about need of investment.
- Describing about diversification of investment.
- Creating portfolio and financial reports.
- Establishing relationship with clients.

## EDUCATION

**2018-20**

- **PGDM (MARKETING AND FINANCE)**, IMM-FOSTIIMA BUSINESS SCHOOL, DELHI

**2014-17**

- **B.COM (H)**, UNIVERSITY OF DELHI

2012-14

- **12<sup>TH</sup>**, JAWAHAR VIDYA MANDIR SHYAMALI, RANCHI

2012

- **10<sup>TH</sup>**, DAV GANDHINAGAR, RANCHI

## SKILLS

- Computer skills.
- Communication skills
- Time management
- Self-motivation
- HTML & CSS
- Leadership skill
- Organizing events (Managerial Skill)
- Ability to work under pressure.
- Adaptability

## ACTIVITIES

- Member of Cultural Committee in IFBS.
- Worked with an NGO- Citizen's action Group, Ranchi.
- Attended a workshop on Micro Analysis of Financial Statements.
- Certified as an Equality Warrior for attending the Vivel workshop on "AB SAMJHAUTA NAHI" Know your Rights.
- Attended an event of Enlightenment Chambers Delhi- "Rozgar-A Quest" as an observer.
- Organized several events in college.
- Actively taken part in many events.

## CERTIFICATION COURSES

- Corporate Finance Foundations on LinkedIn Learnings.
- Strategic Thinking on LinkedIn Learnings.
- Economics for Everyone: Understanding Recession on LinkedIn Learnings.
- Financial Modelling and Valuation (Internshala Trainings).
- French Language Certification Course from Internshala.
- Digital Marketing Training on Internshala.

## ACHIEVEMENTS

- Felicitated with the title of Best Intern during my Summer Internship.
- Got the Best Organizer Award in Enlightenment Chambers Delhi event- "Rozgar- A Quest".
- Felicitated with the title of Miss Talented 2018 in IFBS.

## PERSONAL DETAILS

- Date of Birth – 13.01.1997
- Father's Name – Sri. Sunil Kumar Sinha
- Mother's Name – Smt. Kanak Lata

- Languages – Hindi and English