SHIVANI NANAJI KHANTE

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**CAREER OBJECTIVE:**

To seek challenging avenues where my knowledge and experience matches with the organization's growth.

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**EDUCATION:**

**Symbiosis Institute of Computer Studies and Research, Pune.**

Masters of Business Administration (I.T.), Specialisation: Banking and Financial Markets.

7.17 2020

**Rajiv Gandhi College of Engineering and Research, Nagpur.**

B.E. (I.T.)

62.97 2017

**New English Junior College, Nagpur.**

HSC

60.33 2013

**South Point School, Nagpur.**

SSC

90.91 2011

**SKILLSETS:**

* Fundamentals of Agile Scrum – Epic, Story, tasks, product backlog, Sprint review, Burndown-chart etc.
* Basic knowledge of Python and its libraries: matplotlib, numpy, pandas etc.
* Knowledge of database and good at writing SQL queries.
* Hands-on with Windows XP.
* Basics of MS-Excel - V-Lookup, H-Lookup; proficient in MS-Word and MS-PowerPoint.
* Good withCMS - Drupal (7) - module configuration, theme integration.

Coding: HTML-5, CSS-3. Basic knowledge of analytics in Drupal website.

* Knowledge of basic marketing principles, SEO, SMM, E-mail marketing.
* FINANCE: Capital budgeting, Investment Banks, derivative markets, Mutual Funds, financial intermediatories, venture capital, Private equity, SEBI etc.
* Presentation and communication skills.

**CERTIFICATIONS:**

i) Equity Derivatives from NISM.

ii)Google analytics for beginners.

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**PROJECTS:**

**i) Creative Cards**

A website based on Handmade Cards consisting of pages, blogs, and Social media accounts such as Facebook page, Instagram and You-Tube videos linked in it. Basic motive of the website is generating traffic using referrals and social media and performing analytics using Google Analytics and digital marketing (SEO and SMM).

**Framework**: Drupal-7

**Front-end**: HTML5, CSS-3

**Cloud Server**: Pantheon site

**Social Media sites linked**: Instagram, Facebook, You-Tube.

**URL**: <http://dev-creative-cards.pantheonsite.io/>

ii) **Configuration Of ‘ACCOUNTING AND INVOICING’ on QUICKBOOKS.**

This project aims to configure selected processes like accounting and invoicing on QuickBooks. We have chosen a retail company **‘Star market’** which is supermarket containing various products. This store purchases products from the vendors (B2B) and sells it to the customers (B2C). This system helps in tracking invoices of customers and bills paid to the vendors, helps in accessing dozens of reports and managing the expenses. It also helps in reviewing Accounts Receivable Aging Report, which includes the details of both current and past due invoices.

**Objectives**: to reduce the time-consuming activity, to generate detailed report and

to provide user-friendly environment which would be easy to operate.

**Core processes**:

* **Invoicing** - QuickBooks automates the entire invoicing process, enabling employees to save time on data entry. Invoices are generated for vendors.
* **Accounting**- QuickBooks helps in tracking the inflows and outflows of the company, with the help of which the reports are generated to understand overall profit or loss of the company and balance sheet at the end of every fiscal year.

**Selected ERP Software: QuickBooks (Trial Version)**

QuickBooks is an accounting software package developed and marketed by Intuit. QuickBooks products are geared mainly toward small and medium-sized businesses and offer on-premises accounting applications as well as cloud-based versions that accept business payments, manage and pay bills, and payroll functions.

**iii) Loan calculator in python**

Loan calculator in python calculates Equated Monthly Instalments to be paid after the user enters the cost of the loan, the interest rate, and the number of years for the loan.

**Language:** Python.

**iv) Data Visualisation using PowerBI**

**Goal:** Acquire, Clean, Visualise and analyse data.

This project aims at making visualisation of dataset (MS-Excel sheet) in 2-D or 3-D format. The reports are obtained in the form of MS-Excel, the data set is cleaned and then imported in PowerBI for visualisation purpose. The visualisation is generated in the form of line graph, pie chart, histogram, bar graph etc. Purpose of PowerBI is to make visualisation more simpler in terms of fields.

**Selection of Dataset**: Kaggle

**Tools Used**: MS-Excel, PowerBI, py.plot(python) etc.

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**EXTRA-CURRICULAR ACTIVITIES:**

Entrepreneurship

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**HOBBIES:**

Cooking, making handmade cards.

**PERSONAL INFORMATION:**

Address : A-302, Mansi Krupa Society, model colony, Pune.

E-mail Id : [shiv.khante5@gmail.com](mailto:shiv.khante5@gmail.com)

Date Of Birth : 29/07/1995

Marital Status : Single

Known Languages : English, Hindi and Marathi.  
Contact No : +919767908425

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**DECLARATION:**

I hereby declare that the information stated here is true to the best of my knowledge and belief.

Shivani Nanaji Khante