

#### SUBHRAKALI NAYAK

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#### **OBJECTIVE**

To work in a challenging and competitive environment where I can utilize my skills & knowledge for the growth of your organization.

# **EDUCATION**

Degree	University / Institute Name	Grade / Percentage
MBA – Finance (2022)	Gandhi Institute for Technology	74.25%
B.com - Accounting (2019)	Utkal University	66.26%
CHSE	Council Of Higher Secondary Education, Bhubaneswar	50.83%
HSC	Board Of Secondary Education, Odisha	76.83%

# WORK EXPERIENCE

Total Experience- 1.2 Years

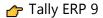
# PEOPLE'S FORUM, BHUBANESWAR Branch Incharge

Working as a Branch Manager Job Profile: (Handling Staff)

- To ensure the achievement of disbursement target with minimum delinquency.
- Identifying Joint liability groups disbursed loans, to suit the target customer.
- Assess potential client base and product acceptability in new regions, areas opportunities for geographical expansion of operational areas.

- Makes a close follow up of the disbursed loans, especially of the ones not paying in time.
- Build strong client relationship both internally and externally and build a strong brand identification with potential customer.

#### **SKILL**



MS Office

Communication

Team Work

<u>←</u> Leadership

business sourcing

# SUMMER INTERNSHIP

Summer Internship at Odisha Capital Market & Enterprises Ltd, Bhubaneswar (1 months) on "A Study on analysis of mutual fund performance".

I have done marketing internship at Universal Tribes in virtual Mode in the duration of 1- month.

#### **CERTIFICATION**



Diploma in Accounting

Odisha State Open University, Sambalpur (01/2023 - 05/2023

#### OTHER INFORMATION

#### **Achievements:**

- Received spot award.
- Received Voluntary award

# **Language Proficiency:**

Language	Proficiency Level
English	proficient
Hindi	proficient
Odia	proficient

#### **Personal Information:**

**D.O.B** - 06May 1999

Marital Status – Single

Address- Prachi Vihar, Palasuni, Rasulgarh,751010, Bhubaneswar.

# **Declaration:**

I solemnly declare that all the information furnished in this document is error-free to the best of my knowledge.

DATE: 07/12/2023

**PLACE: BHUBANESWAR** 

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