



Name: Amita Satpathy

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Career Objective: To upgrade my knowledge and skills in the field of accounting and finance with hard work and determination. And excel in the field of finance, with interpersonal skill, and emphasize my flexibility and adaptability, thereby contributing towards the growth of the organization.

Academic Credentials:

| Course | Specialization | Institute | University/Board | Year of Passing | Percentage / CGPA |
|----------------------------|----------------|---|----------------------|-----------------|-------------------|
| PGDM | Finance | Siva Sivani Institute of Management, Secunderabad | AICTE (Autonomous) | 2025 | NA |
| B. Com | Commerce | Municipal College, Rourkela | Sambalpur University | 2023 | 71.2% |
| Higher Secondary Education | Commerce | Dalmia Vidya Mandir Rajgangpur | CBSE | 2020 | 75.5% |
| Secondary Education | NA | Dalmia Vidya Mandir Rajgangpur | CBSE | 2018 | 71.3% |

Work Experience: Fresher

Technical Skills:

- Knowledge of Accounts, Finance and Taxation.
- Knowledge in MS Excel, Word, and Power Point Presentation

Personal Skills:

- Good communication skills (both written and oral communication)
- Strong Leadership skills
- Team Player
- Goal Oriented and Disciplined

Co-Curricular & Extracurricular Activities:

- Presented a project work on Green Marketing in Municipal college, Rourkela.
- Reviewed the book Think & Grow Rich! by Napoleon Hill in Siva Sivani Institute of Management.

- Represented Dabur India ltd during CFP at Siva Sivani Institute of Management.
- Represented E-Commerce Industry during Industry Review Session at Siva Sivani Institute of Management.
- Also taken part in different quiz competitions.
- Completed a Digital Marketing course of Google.
- Completed various finance courses.

Achievements/Awards:

- Won 1st prize in Kho-Kho and Kabaddi matches during school days.

Personal Information:

- **Date of Birth:** 8th August 2002
- **Father's Name:** Mr. Tapan Kumar Satpathy
- **Mother's Name:** Mrs. Gita Rani Satpathy
- **Languages Known:** English, Hindi, Odia & Bengali
- **Hobbies:** Interested in Travelling, Cycling, Playing Musical Instruments & enjoys Art & Craft.