

**Nikita Gupta**

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### **Career Objective**

Want to be a part of a renowned organization, to contribute towards the growth of the organization, based on my theoretical knowledge and to further my personal capabilities by learning from the new exposure within the structured framework of the organization.

### **Educational Qualification**

- M.B.A from Guru Gobind Singh Indraprastha University in 2018 with 71%
- B.com (Prog.) from Delhi University in 2015 with 51%
- 12th from CBSE Board in 2012 with 62%
- 10th from CBSE Board in 2010 with 7.8 (C.G.P.A).

### **Summer Internship**

- Intern at Punjab and Sind Bank, GTB Nagar, Delhi for 8 weeks.

### **Responsibilities**

- Building and maintaining relationship with the clients.
- Opening of CASA accounts.
- Keeping detailed manual records and Locker operation.
- Communicating various loan and pension schemes to customers.

### **Project Undertaken**

- Impact of Capital structure on the profitability of Indian private sector banks.

### **Work experience**

- Got campus placement in Digiperform as a Career Counselor (March 2018-July 2018).

### **Skills**

- Microsoft Office (Word, Excel, Power Point and Outlook)
- Certificate of Retail Management under PMKYV.

### **I can Offer**

- Flexible, Friendly, Adaptive and able to co-ordinate to achieve common goal and Objectives.
- Commitment and Capacity to work under pressure, adapt myself for immediate changes taking place in Work and work Environment.
- Ability to focus on positive aspects of people and Respect them for what they are.

### **Personal Detail**

**Date of Birth** : 16/03/1995

**Father Name** : Mr. Rakesh Gupta

**Gender** : Female

**Linguistic Skills** : English & Hindi.

### **DECLARATION**

I declare that the information and facts stated above are true and correct to the best of my knowledge and belief.

