CURRICULUM VITAE

**Yashika Mittal**

Bachelor of Business Administration ,

ITS, Ghaziabad (U.P.) India

**Cell Phone Number**

9718121868

**E-mail**

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**Father’s Name**

Mr. Rajeev Kumar Mittal

**Mother’s Name**

Mrs. Meera Mittal

**Permanent Address**

H.NO-406 Sec-4 Vaishali Ghaziabad (UP) India

**Personal Data**

Date of Birth : 17th April,1998

Nationality : Indian

**Area of interest**

* C programming
* Operating system

**Hobbies**

* Sketching
* Watching movies
* Travelling

**Languages known**

* English
* Hindi

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| **Career Objective** |

To gain an insight view in a challenging environment which provides me the opportunity to exercise my engineering and interpersonal skills which can help me to enhance my knowledge for the development of self and organization.

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| **Branch of Study** |

* Bachelor of Business Administration

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| **Academic Qualification** |

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| **Qualification** | **Year of Passing** | **Institute** | **Board/University** | **Percentage** |
| BBA | 2018 | Institute of Technology and science,  Ghaziabad | CCS University, Meerut | 64.97 |
| Senior Secondary | 2015 | Vivekanand School,  New Delhi | CBSE | 62.5 |
| Higher Secondary | 2013 | Vivekanand School,  New Delhi | CBSE | 7.0 |

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| **Summer Internship Project** |

Company : IDBI Federal Life Insurance Co. Ltd

Title : Trainee

Duration : 45 Days

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| **Training** |

Title : Career Counsellor

Duration : Three months (1st January,2018 – 31th March,2018)

Institute : IMS Karkardooma

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| **Seminar/Presentations/Workshops attended** |

* Participated in workshop on “ERP-S&D” on 07/12/2016 at ITS, GZB
* Participated in “Financial Literacy Quiz” conducted at 36th India International Trade Fair 2016, at pragati maidan, New Delhi
* Studied finance from BSE of India

Scanned photograph in formals or college uniform

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| Achievements |

* MS. Fresh face in fresher 2015
* Merit award
* 1st prize in Spandhan for mishmash activity in 2014

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| Key Skills Proficiency |

* Good communication skills
* Excellent command on latest computer software like MS Office, Window 7
* Can work effectively in team, as well as individually
* Have good inter-personal skills as well as leadership qualities

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| Extra Curricular Activities |

* Volunteer of quiz of college fest
* Participated in Mr. and Ms. Fresher 2015
* Organized achievers party

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| Position of Responsibilities |

* Member of organizing committee of quiz team in fest of 2015, ITS, GZB
* Member of organizing committee of alumini meet ,ITS, GZB

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| Declaration |

I hereby declare that the above information is correct to the best of my knowledge and belief.

Date : ..............................

Place : Ghaziabad (Yashika Mittal)