**Shrutika Sinha **

**F-204 Maya Garden , Phase 1**

**Zirakpur**

**Phone no. 9041778728**

[**Shrutika.sinha@gmail.com**](mailto:Shrutika.sinha@gmail.com)

**Education:**

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| --- | --- | --- | --- |
| **Name of the Course** | **University/Board** | **Percentage** | **Year** |
| MBA(Finance& Marketing) | Chitkara University | 7.5 CGPA | 2011-2013 |
| B.Com (Hons.) | Panjab University | 63% | 2008-2011 |
| Intermediate | CBSE | 78% | 2006-2008 |
| Matriculation | CBSE | 73.2% | 2005-2006 |

**Summer Projects:**

* Summer Internship for 3 months in **Ambuja Cement Ltd** (H.P). Worked on a project

**“Cost Control Mechanism ’’**The project was concerned with the costing structure following in the Ambuja and study the techniques they used in preparing the budget also acquainted with the background of HARP and gain practical experience by involved in the Consolidation work of FIN and PMP

**Live Industry Projects:**

* Participate in winter school program on Financial Markets at Mumbai for15 days

(Jan 15- 30, 2012).Exposure to various Financial Markets, visited top Financial companies such as RBI, MCX, BSE, NABARD, IBA and SEBI

* Experience of working in BSE
* Learnt Financial Market Eco System
* Experience in Spot Market and Cheque Clearing Process
* Research Study on **“ Trends of Wedding Planners in Chandigarh”**

**Achievements:**

* Awarded 2nd position in **“CBS Vista”** held at Chitkara University Punjab on 14th August ,2012
* Organizer of **“Quest Ions”** Season 4 held at Chitkara University Punjab on

17th March, 2012

* Conferred Best Volunteer by NSS at M.C.M D.A.V
* Organizer of Voluntary Blood Donation Camp, organized by M.C.M D.A.

**Professional skills**

* Microsoft Excel, Access, PowerPoint, Word, FrontPage
* Programming Languages : Oracle, C++, C#
* Platforms : WINDOWS, MS-DOS
* SPSS

**Specialized Skills :**

* Good Quantitative Skills
* Analytical Skills
* Counseling Skills
* Problem Solving Skills
* Time Management and Planning Skills

**Interest:**

* Volunteer Work
* Meeting new people
* Web Browsing
* Scrapbook Designing

**References:**

Mr. Neel Gajpati

(Deputy Manager)

Ambuja Cement

Contact: 9816048406

**Date Signature**