

Jyoti Gupta - To Lead My Organisation.



Contact

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Academic Background

B.Com, Pursuing Correspondence HR Diploma Course in Indian Society for Training and Development (ISTD), New Delhi.

Area of Concentration

Finance & Human Resource

Academic Achievements

- Done One Year Diploma in computers from NIIT with SQL, JAVA, LINUX as my semester subjects and have detailed knowledge of MS-Office, with a score of 70%.
- Participated and received certificate in various workshops.

- Achieved certificate for participating in workshop on Institute of Management (Soft skills and Personality Development).
- Achieved certificate for NIIT National IT Aptitude Test (NITAT), 2005 securing Top 37 percentile.

Non-Academic Achievements

- Member of NHRDN (Group Of HR Managers in India), Director of Rotract Club of Marshall.
- Participated and won prizes in inter-school essay competition and paintings.
- Act as a volunteer in the activity group of Mahabharata Utsav - a national cultural festival and received Certificate of Appreciation from Mahabharata Samshodana Pratisthanam for contribution in 'Mahabharata Utsav'.
- Was a part of the organizing committee of PARADIGM-2005, a management fest held in our college.
- Achieved certificate of Social Service From Help Age India for raising funds for elderly people.
- Has a work experience of two years in entrepreneurship business dealing in FMCG companies as an Administrative Officer.

Personality

Extrovert, creative, ability to work independently as well as a team performer.

Internship Projects

In Motilal Oswal Securities Ltd. for four months, Sensitivity analysis of futures and options, Turn-around of United Western Bank Ltd., Portfolio management services - In Canara Bank for three months and Empirical study of Project Appraisal.

Leadership Sketch

Team leader, capability to take additional responsibilities & motivational skills.

EVIGNA - 07 (Participatory Role)

Coordinator of Finance Event.

Language Skills

English, Hindi Assamese and Japanese.

Parents' Profile (Father & Mother)

Mr.Mahendra Gupta, Businessman & Mrs. Shimlesh Gupta, Housewife