

**KAJAL RATHORE**

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**CAREER OBJECTIVE**

To be professional associated with an esteemed organization with an objective to accept the challenge and utilize my educational and skills in the sphere of

technology and work hard towards achieving the goal of the organization.



**EDUCATIONAL INFORMATION**

**Xth, Sarafa Vidya Niketan**

MP Board, Indore, Madhya Pradesh, **2013**

Percentage – 84.83%

**XIIth, Sarafa Vidya Niketan**

MP Board, Indore, Madhya Pradesh, **2015**

Percentage – 78.4%

**Bachelor’s of Commerce (Taxation)**

MKHS Girls College, DAVV University, Indore (M.P), **2018**

Percentage – 60.75%

**Post Graduation Diploma In Management**

Indore Indira Business School,

Raissance University, Indore, Madhya Pradesh **(Pursuing)**

**Relevant Coursework**

Diploma in Stock Market

Certification in Technical Analyst

Certification in Financial Modelling

**IT SKILLS**

Microsoft Office (Excel, Word & PowerPoint)



**PERSONAL DETAILS**

**Date of Birth:** 28th May, 1998

**Marital Status:** Single

**Nationality:** Indian

**Languages Known:** English, Hindi

**Father’s Name:** Mr. Rajendra Rathor

**Mother’s Name:** Mrs. Veena Rathore

**EXTRACURRICULAR**

* Participant In Cultural Programs In School & College

**PERSONALITY TRAITS**

* Team Player
* Coordination
* Optimistic
* Honesty
* Ambitious and Motivated

**HOBBIES**

* Dancing
* Research Work
* Playing Outdoor Games

# INTERNSHIP

**NJ India Investment Private Limited, New Delhi (2nd Aug – 31st Aug 2019)**

NJ Group is a leading player in the Indian financial services industry known for its strong distribution capabilities.

### Work & Responsibility:

* Gathered knowledge on financial products and services to understand the depth of the sector
* Conducted field work to generate hot leads and convert them into business
* Built a pipeline of consultants for supporting the manpower requirements of the Company
* Assisting the customers for their queries and investment related grievances

# Return on Web, Pune (2nd Jan – 31st Jan 2019)

Return On Web (ROW) is a Digital Marketing & IT Solutions firm offering its clients an integrated 360 Marketing & Technology approach.

### Work & Responsibility:

* Supporting the senior team in selling solution and services to customers
* Generating leads for achieving higher revenue and business
* Building business relations with clients and addressing their product related queries
* Gathered knowledge on marketing and IT Solutions for better understanding of the business

# PROJECTS UNDERTAKEN

### PROJECT (PROJECT MAA-MANAGEMENT ACCOUNTING & AUDITING)

Created a fictitious electronics Company (RATHORE ELECTRONICS) and completed its accounting procedures starting from registration, obtaining license and managed the accounting process

* Know-how of what documents are required for registration of the Company
* Filed loan approval forms and how they can be utilized for taking a loan from bank for starting of the business
* Recorded journal entries, ledger balance and prepared other financial statements

# PROJECT (MARKET RESEARCH ON TOOTHPASTE)

## Studied and collected data on different types of toothpaste and analyzed the responses of 130 consumers

* Prepared a report on the conclusion derived from data analysis

**Cleared Compulsory Papers (IC-01 & IC-11) of Licentiate from Insurance Institute of India and Undergone 300 Hours of Training of General Insurance under AICTE**