# RESUME

# Jyoti Pandey

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Address. 191 Pushpratan Avenue badiakeema

Bicholi mardana

Indore (M.P)

Mobile - 9753973684

**Career Objective:**

To work for an organization which help in ethical and moral value addition and providing career opportunity.

**Educational Qualifications:**

* ***Master of Business Administration*** –

Govindram Seksaria Institute of Management and Research Indore.

* + - * (Affiliated from D.A.V.V Indore.)
      * Aggregate (73.44)
    - ***B*achelor of Business Administration** (2008-11)

Prestige Institute of Management & Research Indore.

* + - * (Affiliated from D.A.V.V Indore.)
      * Aggregate (74.55%)
    - ***All India Senior Secondary Examination*** (2007-08) -

Kendriya Vidyalaya No1. Bhopal (M.P)

* + - * C.B.S.E Board.
* Aggregate (74%)
  + - ***All India High School Examination*** (2005-06) -

Kendriya Vidyalaya No1. Bhopal (M.P)

* + - * C.B.S.E Board.
      * Aggregate (59.60%)

# Computer Proficiency:

Well conversant with applications like MS Word, MS Power Point

and actively involved in Internet Browsing.

# Specialization:

* + - Finance
    - HR

# Achievement:

1) Worked as a coordinator in IIM Indore events (Avahan)

2) Attended international conference during 2008-09 held in Prestige Institute

3) Scout and guide member in school level.

4) Participated in various events and worked as committee manager and head.

**Summer Training/Work Experience:**

1. Worked under Shri Tej Rao (Finance Manager) M/s Diversitech General Pvt. Ltd. as a INTERN in finance.
2. Part time worked for Tavleen Foundation, Indore.

**Projects/ Presentations**

1) Minor rsearch project:- An empirical study on women awareness towards women empowerment in Indore city.

**Strengths:**

* Positive Attitude .
* Self motivated
* Active and Discipline
* Passion to succeed
* Eagerness to learn
* Proficiency in communication

**Personal Profile:**

* **Name** Jyoti Pandey
* **Father’s name** Mr. S.P Pandey
* **Father occupation**  Assistant Director in Enforcement directorate
* **Date of Birth** 05 January 1991

**Declaration:**

I am confident of my ability to work in a team. I am determined to do the best

where I go. I hereby declare that the information furnished above is true to

the best of my knowledge. Thank you for your time and attention.

(JYOTI PANDEY)