

## **CURRICULUM VITAE**

**Miss Supriya Yashwant Mithare (Desai).**

Master of Business Administration.

Home No.1241,A Ward ,  
Sandhyamath Galli  
Shivaji Peth,Kolhapur.

Email:supriyamithare@gmail.com  
Mobile:+918722301358

### **OBJECTIVES:**

To get a suitable position in a progressive organization with a scope of career advancement so as to contribute to the progress of the organization by synergizing my hard work and sincerity with available resources of the organization.

### **TECHNICAL SKILL**

Operating System	:	Windows XP / 7 /8
Database	:	MS-Access / Oracle
Course	:	Certificate Course In Tally 9.0

MKCL's International Certificate in Information Technology (MICIT)

### **PROJECT DETAILS:**

Organisation	:	Marvelous Engineerings Pvt. Ltd. MIDC,Gokul Shirgaon
Title	:	A Study of Employee absenteeism
Duration	:	50Days
Scope	:	HR

### **QUALIFICATION:**

**MBA (Finance and HR)**

Board : Shivaji University, Kolhapur.

Year of Passing : April 2016  
Class/percentage : 61.69%

### **B.Sc**

Board : Shivaji University, Kolhapur.  
Year of Passing : April 2014  
Class/percentage : 63%

### **H.S.C.**

Board : Maharashtra State Board.  
Year of Passing : February 2011  
Class/percentage : 50%

### **S.S.C.**

Board : Maharashtra State Board.  
Year of Passing : March 2009  
Class/percentage : 77.38%

## **ACHIEVEMENTS:**

- Cambridge English Entry Level Certificate in ESOL International (Entry 2) (Business)\*
- National Seminar on “Recent Advances In Agricultural Botany”.
- Participated in the one day workshop on Swami Vivekananda & Youth of India.
- Participated in the one day workshop on “Safety Management in Chemistry Laboratory”.
- Participated in TATA CONSULTANCY SERVICES Training Programme on English Communication and Basic Corporate Etiquette.

## **PERSONAL PROFILE:**

- Sincere and Flexible.
- Problem solving capabilities and ability to respond positively to varied situations.
- Excellent interpersonal, communication and organizational skills
- Ability to work in a team as well as an individual.
- Quality conscious and proactive in nature, capable of thinking in and out of the box, generating new design solutions and ideas.

- Easy and quick learning of new concepts.

**PERSONAL DETAILS:**

**Date of birth** : 11January1993  
**Nationality** : Indian.  
**Languages Known** : English, Hindi, Marathi and Kannada.  
**Hobbies** : Reading Books

**MY MOTIVE IN LIFE:**

“Anything worth doing is worth doing well”

**DECLARATION:**

I hereby declare that the above mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

**Place: Kolhapur**

**Date:**

**(Supriya Mithare)**