

CURRICULUM VITAE

Miss Supriya Yashwant Mithare (Desai).

Master of Business Administration.

Home No.1241,A Ward ,
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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)