



GARIMA CHOUBEY

MBA Student

PROFILE

I am an MBA student, specializing in HR and Finance. To enhance my degree of knowledge and seek a position in an organization to utilize my skills and abilities so that I can contribute my best to myself and the concern I work for. Moreover, abide by the rules and regulations, stay consistent, and practice teamwork.

CONTACT ME

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 garimachoubey296@gmail.com

 Bhopal, Madhya Pradesh, India

LANGUAGE

- English
- Hindi

EDUCATION

**ORIENTAL COLLEGE OF MANAGEMENT, BHOPAL
[BARKATULLAH UNIVERSITY, BHOPAL]**

Masters in Business Administration
2022 - running

SP JAIN COLLEGE, SASARAM [VKSU ,ARA]

Bachelor of Science | *Major Mathematics*
2018-2021

SP JAIN COLLEGE, SASARAM [VKSU ,ARA]

Class 12th
2016-2018

B-M SCHOOL, SASARAM [CBSE BOARD]

Class 10th
2015-2016

COMPUTER SKILLS

- Data Analysis - MS-Excel - Tally - GST - Accounting (Certified by DCA- Smart Financial Accounting)
- C Programming | Basic Data Structure (certified by Aptech Computer Edu)
- Presentation and Design
- Technical Writing

INTERSHIPS

AASHMAN FOUNDATION - BHOPAL, INDIA
HR Intern (May 2023 - July 2023)

Interned at Aashman Foundation as an HR intern, contributing to the organization's human resources functions. Gained hands-on experience in recruitment, employee onboarding, and HR administration.