

# NIKITA NEHA



## CONTACT

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## DATE OF BIRTH

27th September 1998

## SKILLS

- Microsoft Excel, google sheets.
- Communication skills, Quick Learner and Time Management.
- Multitasking
- Python
- SAP
- Tally Prime

## LANGUAGE

- English
- Hindi
- Bengali

## INTEREST

- Crafting and Designing
- Music
- Dance
- Reading novel

## PERSONAL INFO

Currently pursuing PGDM in Finance and Marketing. I am a quick learner and a hardworking person with a mindset to learn new skills and gather knowledge. I focused on enhancing myself. I am seeking an internship in Finance and Accounting/Audit to enhance my skills and knowledge in the respective field.

## EDUCATION

- PGDM (Major Finance and Minor Marketing)** 2022 - 2024  
*International Management Institute, Kolkata*
- MA (Economics)** 2020-2022  
*Indira Gandhi National Open University*
- Bachelor of Commerce** 2016-2019  
*Binod Bihari Mahato Koylanchal University*
- Intermediate ( Business and Commerce)** 2014-2016  
*National Institute of Open Schooling*

## CERTIFICATIONS

- Financial Accounting Foundations
- SAP Financials Essential Training
- Learning Python
- Financial Modeling and Forecasting Financial Statements

## AWARDS

- Best FaceOff Award ( IMI Kolkata )
- Winner in Mis and Analytics
- Runner up in Entrepreneurship (Innovative Idea)

## LIVE PROJECT AND INTERSHIP

- Social Media Handling** 9th September, 2022-Present  
*Calcutta Foundation (NGO)*
  - My job is to create content for the social media page of Calcutta Foundations
- Sales** 5th September, 2022-20th October, 2022  
*Zielhoch*
  - It's a great opportunity to learn about the market demand and to apply my academic knowledge.