**Kavita**

**Kavita.339862@2freemail.com**

**OBJECTIVES:**

To work for an organization which provides me the opportunity to improve my skills and knowledge to growth along with the organization objective.

**PROFILE SUMMARY:**

* Graduate in Commerce (professional) with a good exposure to concepts on Advanced Financial
* Accounting, Marketing Management, Business Communication, Financial Law and Travel & Tourism.
* Strong communication, collaboration and interpersonal skills with proficiency in grasping new technical concepts quickly and utilizing them in an effective manner.
* Abilities in handling multiple priorities, with a bias for action and a genuine interest in personal and professional development.
* Active member of a project with exposure to Industry analysis, Legal compliance, MarketingStrategies etc.

**AREAS of EXPOSURE:**

* Corporate law and practice, Human resource management, Business management, Marketing management.
* Advanced excel, Portfolio management, Business economics and environment.
* Financial accounting, Auditing, Taxation.
* Research methodology, Cost and Management accounting, Investment management.

**PROJECT:**

BUSINESS PLAN OF SALVO WAREHOUSE PRIVATE LTD (MODERN WAREHOUSING UNIT) Duration: 6 months Description:

• This was a group project in my college during our sixth semester in which we had to establish a private limited company. The project was designed on a modern warehousing unit in India.

• Extensive research work was involved in the project as it had a perfectly competitive market structure and our major focus was on developing effective Marketing and Financial strategies.

• We focused on adapting Modern Technologies which involved less manpower and abiding by the commercial & business laws and regulations that were in effect.

• The key aspect of this project included developing an effective Marketing and Financial plan to ensure business profitability. The project also gave good exposure to effective Team work, Leadership qualities, prioritizing and performing presentations in a professional manner.

**EDUCATION:**

* Bachelor of Commerce (Travel & Tourism), Mount Carmel College, Bangalore, 2015.
* Completed 12th Indian School Certificate (ISC), 2012.
* Completed 10th Jharkhand Academy Council(STATE), 2010.

**EXTRA CURRICULAR ACTIVITIES:**

* State level volleyball player.
* Participated in various Inter-School events and Inter-College events.

**PERSONAL PROFILE:**

**Date of Birth**: 09/08/1993

**Gender**: Female

**Marital status**: Married

**Visa status**: Spouse Visa

**Visa validity**: On Process (For 3 years).