

PAYAL SURI

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Seeking entry level positions in the domain of **FINANCE & BANKING** with a growth oriented organization

SNAPSHOT

- ❖ Pursuing MBA with specialization in **FINANCE & BANKING** from XXX University , City name
- ❖ Successfully completed the internship on **RECRUITMENT OF FINANCIAL ADVISOR** at company name, city name
- ❖ Done management thesis on **Study on Different Financial Modeling Techniques used by Firms.**
- ❖ Knowledge of **Financial & Banking** procedures and internal financial controls for profit monitoring, working capital & asset management.
- ❖ Keen interest in updating self about industry & economic trends in Indians as well as International markets.

SCHOLASTICS

- ❖ Pursuing Masters in Business Administration – Finance & Banking: XXXX University , Secured B Grade (till expected completion date).
- ❖ Bachelor of Commerce – Advanced Accountancy in 200* University name , Secured 2nd division.
- ❖ Higher Secondary Certificate – Commerce in 200* Board name , Secured 1st Division
- ❖ Senior Secondary Certificate in 200* Board name Secured 2nd Division

SUMMER INTERNSHIP SCHEDULE

Title : Recruitment of Financial Advisors
Organization : Company name , city name
Role : Recruiter
Duration : Apr 09- Jun09

Deliverables

- ❖ Providing assistance for effective team planning.
- ❖ Completing the field data collection to ensure proper utilization of all the resources.
- ❖ Creating a new presentation on job responsibilities for Advisors

Attainments:

- ❖ Successful in recruiting first candidate

- ❖ Efficiently generated fresh data of 200 people.
- ❖ Instrumental in handling a walk of 22 people.

SNAPSHOT

Organization : Company name, city name
Title : Study on Different Financial Modeling Techniques used by Firm
Duration : 3 months
Others : To Study credit appraisal process used by selected Nationalized Bank in city

PROJECT

Duration : 5 months

- ❖ Studied various techniques which motivate employees.
- ❖ Conducted a study on the different types of process charts & aids used in the production process in the Textile industry
- ❖ Assessed the Recruitment procedure in a bank
- ❖ Identified “Price and Non Price” competition adopted by the organization.
- ❖ Designed a questionnaire to find out to what extent an MBA programme helps working executives in developing their skills.
- ❖ Presented a traffic management project using GIS in the 1st semester of the MBA program.

Attainments

- ❖ Received “Excellent Performance Award” during 1st semester of the MBA program
- ❖ Rewarded for “Best Environmental Project” during graduation level.

ACHIEVEMENTS

- ❖ Was an active member in cultural activities ; coordinated various events
- ❖ Actively participated in the cycle rally to focus on pollution.

PERSONAL SNIPPETS

Date of Birth : DD/MM/YY
Residential Address : XXX City Name
Language abilities : English, Hindi