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|  ADITYA INSTITUTE OF MANAGEMENT STUDIES AND RESEARCH CREATING EMPLOYABLE PROFESSIONALS | RESUME FORMAT | Department: Training, Placement & Alumni |
| | | Format No: AIMSRR/TPA/RF/02 |
| | | Version: 00 |
| | | Date: 01.06.2022 |
| R.M. Bhattad Road, Ram Nagar, Borivali (West), Mumbai – 400 092. | | |

Reference No.....



SIDDHI KIRAN TANDEL

Contact Information:

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 DOB: 31st July, 2001
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Permanent Address: Bldg No.3/102,
 Dwarka Nagari, Phoolpada Road,
 Virar East, Tal. Vasai, Dist. Palghar,
 Pin- 401305.

Career Objective

Highly creative and ambitious individual seeking a job opportunity in a progressive organization that allows me use and strengthen my interpersonal skills and academic knowledge.

Managerial Skills:

- Leadership
- Good Communication
- Decision-Making and Time Management

Technical Competencies & Additional Certifications:

- MS-CIT
- Government Certificate In Computer Typing Basic Course
- Certificate Of Excellence In Stenography

Languages Known:

- English
- Marathi
- Hindi

Interests and Hobbies:

- Writing
- Reading
- Drawing

Academics

| Course | Institute & University | Year of Passing | CGPA/ Percentage |
|---------------|---|-----------------|------------------|
| MMS (Finance) | ADITYA Institute of Management Studies and Research. University of Mumbai | 2024 | Pursuing |
| B.COM. | Vishnu Waman Thakur Charitable Trust's Viva College of Arts, Science and Commerce. University of Mumbai | 2022 | 8.18 CGPA |
| H.S.C | Vishnu Waman Thakur Charitable Trust's Late P.R.Patil Utkarsha Madhyamik Vidyalaya & Junior College, Virar. Maharashtra State Board of Secondary and Higher Secondary Education | 2019 | 75.54% |
| S.S.C | National English High School. Maharashtra State Board of Secondary and Higher Secondary Education | 2017 | 68.80% |

Summer Internship

Duration: 02 Months

17th May, 2023 - 15th July, 2023

Angel One Ltd.

1. Learned Demat account opening process
2. Handled select clients under guidance of superior
3. Learned basics of Stock Exchange
4. Learned basic trading strategies
5. Attended lectures organised by the company and participated in insightful discussions

Project Title:

- Study Of Investors Preference For Investment In Mutual Funds

Projects & Assignments

1. Institutional Social Responsibility (ISR) Activity – Visited Innerwheel Forest on 10th December, 2022 & 12th January, 2023 near Neighbourhood Housing Society, Kandivali (East), Mumbai. These activity was organized by ADITYA Institute of Management Studies and Research, Borivali (West).
2. Perspective Management : Group Presentation - Case Study on “Trichy Police” Shifting Policing Paradigms conducted by ADITYA Institute of Management Studies and Research, Borivali (West) on 14th January, 2023 in MMS Semester 1.
3. Effective and Management Communication : Group Presentation – Book Review on “How Successful People Think” by “John C. Maxwell” conducted by ADITYA Institute of Management Studies and Research, Borivali (W) in January, 2023 in MMS Semester 1.

Co-Curricular Activities

1. Participated in Open Badminton Tournament on 13th December, 2012 and 4th December, 2013 in National English School, Virar (East).
2. Scholarship Exam of BNMS in December, 2014 and December, 2015 in National English School, Virar (East).

Awards

1. Regular Student Award of the year 2013-14 (Recipient of International School Award) in National English School, Virar (East).
2. Regular Student Award of the year 2015-16 in National English School, Virar (East).