

NISHANT



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New Manglapuri, New Delhi- 110030

PERSONAL PROFILE

To work for an organization which provides me the opportunity to improve my skills and knowledge to growth along with the organization objective. Flexible and hardworking team player focused on boosting productivity and performance with conscientious and detail-oriented approaches.

EDUCATION

GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Master of Computer Applications

GD GOENKA UNIVERSITY

Bachelor of Computer Application

KV JNU

12th (CBSE)
Commerce

KV VASANT KUNJ

10th (CBSE)

SKILLS

- Proficient in MS Word, Excel, Powerpoint
- Communication skills
- Problem solving skills
- Implement Form, One Page website
- Sound knowledge of SQL
- Critical thinking

INTERNSHIP EXPERIENCE

Grant Thornton Bharat LLP

Summer Intern (Public Sector)

MAR 2022- JULY 2022

- Interacted with customers by email, or in-person to provide information.
- Participated in workshops and presentations related to projects.
- Gathered, organized and input information into digital database.
- Prepared project presentations and reports to assist senior staff.

RD Enviro Engineers and Consultants Pvt. Ltd. , New Delhi

MAR 2018-JULY 2018

Summer Intern

- Tally data entry including sales, purchase, receipts, payments, bank reconciliation statement, and preparation of debtors / creditors statements.
- Creating spreadsheets.
- Entering data into appropriate fields.

LANGUAGES

- English
- Hindi

CERTIFICATIONS

- AML/KYC profile training at SIPT (35 days)
- HTML, CSS, and Javascript for Web Developers (Coursera)