

## HEMA

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### CAREER OBJECTIVE

To obtain a responsible position in an organization that offers opportunities for continuous learning and professional development, enabling me to evolve as a valuable asset to the organization.

### ACADEMIC QUALIFICATIONS

- Pursuing Masters of Business Administration from Graphic Era Hill University, Haldwani, Uttarakhand.
- Bachelor of Commerce (Honours) from Graphic Era Hill University, Haldwani, Uttarakhand in 2024 with 87.8%.
- Intermediate from Army Public School, Jammu, Jammu and Kashmir in 2021 with 89.6%.
- Matriculation from Army Public School, Tibri, Punjab in 2019 with 76.5%.

### INTERNSHIP

- Completed a 2-month Finance Internship at Luminous Power Technologies, focusing on the Accounts Payable Process (July 2025 – September 2025).
- Completed a 60-days Finance Internship at MindClub Foundation, contributing to the NSE Investor Awareness Program.

### CERTIFICATIONS

- Foundation Course in BFSI of Project GAURAV.
- Associate Data Entry Operator under the Pradhan Mantri Kaushal Vikas Yojana.
- Computer Training Programme from Sri Sai Computer Institute, Halduchaur (Nainital).

### ACHIEVEMENTS

- Achieved NCC Certificate 'B' with A grade in 2021 as a cadet of 2 J&K Girls BN NCC, Jammu, under the Ministry of Defence, Government of India.
- Received the Outstanding Achievement Award at Achiever's Meet 2023 from Graphic Era Hill University for exemplary academic performance.

### SKILLS

- Time Management Skills.
- Quick Learner
- Adaptability.

### HOBBIES

- Fitness and exercise enthusiast.
- Passionate about learning new things.

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| <b>PERSONAL DETAILS</b> |
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- Date of Birth : 02/02/2004
- Address : Halduchaur (Haldwani), Uttarakhand
- Languages Known : English and Hindi.

**Date:**

**Place:**

**(Name)**