

JAHNVI KUNDALIA



OBJECTIVE

To succeed in an environment of growth and excellence and earn a job which provides me job satisfaction and self development.



EXPERIENCE

IIFL securities limited

- Pursing

Internship

The work of calling the clients and asking for documents for the opening of demat accounts for the clients.

BK Enterprise

1st April 2018 - 30th June 2019

Data Entry Operator

Did the work of data entry in tally and managed the records of bank details of clients relating to tax payment.

Hituls Academy

1st June 2016 - 30th November 2017

Executive Administrator

Was responsible for paper checking, doubt solving and supervision during the class as well as done the work of dictation of notes.



EDUCATION

St Ann's high school jamnagar (Gujarat board)

2014

SSC
72%

St Ann's high school jamnagar (Gujarat board)

2016

HSC
70%

GHG DDN College (Saurashtra University)

2019

B.Com
65%

Shri jairambhai patel institute of management (GTU)

2019-2021

MBA
Pursuing



INTERESTS

Listening to music, cycling



DECLARATION

I hereby declare that the above mentioned information is true to the best of my knowledge.



CONTACT

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SKILLS

Hardworking, dedicated, disciplined



LANGUAGE

Gujarati, English, Hindi



ACTIVITIES

Took the responsibility of Red Ribbon Club as coordinator at GHG DDN College.

Participated as a volunteer in AROHAN event for game of PUBG as a coordinator at Shri Jairambhai Patel Institute (Nicm) college.

