

**Name: BABITA BHALLA**  
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### CAREER OBJECTIVE

Seeking challenging middle level assignments in **Branch Banking, Finance Services, Investment Banking and International Finance** with a high growth oriented organization, preferably in **Banking and Financial Services Sector**, As an Individual, I believe that my strength lies in my positive attitude that enables me to handle responsibilities and **high - pressure work situations**.

A fast pace learner, dedicated, innovative and self-motivated team player with leadership experience who demonstrate excellence in problem solving and time management. Highly responsive & agile to expertise in very less span of time if exposed to new technology or work experience, capable of working with or without supervision, having excellent communication and interpersonal skills.

### KEY SKILLS

- ❖ **Banking & Finance:** Fair understanding of Banking operations and lending activities. SME Financing and related Credit Risk Analysis, Capital and money market, Mutual fund, Asset-Liability management, Basel Norms, Insurance basics.
- ❖ **Finance and Management:** Well verse with financial statement analysis and Knowledge of management & financial management process and organization behavior.
- ❖ **Investment Banking:** Investment analysis, Equity valuation: Technical and Fundamental analysis, Merger and Acquisition, Private Equity and Hedge Fund.
- ❖ **Excellent Quantitative and analytical skills:** Proficient in using Microsoft Word, Excel, Power Point and Tally. Well versed with Internet Application.
- ❖ **Excellent Communication skills:** Able to communicate fluently in English and Hindi with exceptional negotiation and capacity planning skills with the ability to relate to people at all level of business and management.

### EDUCATIONAL DETAILS

- ✓ **Post Graduate Diploma in Business Management- Banking and Finance from NMIMS (PURSUING)**
- ✓ **Bachelor of Business Administration (BBA) from Delhi School of Professional Studies and Research, IP University, Delhi, 2019 with 8.85 CGPA ( 2<sup>ND</sup> RANK HOLDER)**
- ✓ **Intermediate, 12<sup>th</sup> from CBSE, Ramakrishna Senior Sec. School, Delhi in 2016 with 90.66%**
- ✓ **Matriculation 10<sup>th</sup> from CBSE, Ramakrishna Senior Sec. School, Delhi in 2014 with 6.4 CGPA**

### INTERNSHIP AND INDUSTRIAL VISIT

I did my **two months internship with Britannia Industries Limited** on the topic of Financial Analysis, where, I worked with senior finance team and involved in preparing statements include generating and analyzing reports, taking notes during meetings, entering data, and assisting with audits.

#### Industrial Visit at

1. Yakult Danone India (P) Ltd, Sonipat, Haryana
2. Yamuna biodiversity park, Wazirabad, New Delhi

### ACADEMIC ACHIEVEMENTS

- ✓ In my 12<sup>th</sup> study, I secured 1<sup>st</sup> position in **“Business Studies”**, CBSE Board Exam and got Gold Medal
- ✓ I got the first place the Accountancy Exhibition Competition on **“Partnership”** in 12<sup>th</sup> study
- ✓ My college has awarded me with the supreme position as a **“Vice President”**
- ✓ I delivered speech in finance club activity on **“ financial Budget”** (2<sup>nd</sup> year , 2018)
- ✓ I got certification of appreciation **“Delhi Maurya”** at ROTARACT CLUB

- ✓ I have participated in Inter College Business Quiz (sep, 2018)
- ✓ I was received the certificate of appreciation awarded for an enthusiastic and overwhelming participation in The work of SOS Children’s Village of India for the children in the need (2006) during my 3<sup>rd</sup> class study
- ✓ I was attended Global Vision 2030: Challenges and opportunities XX annual international Conference Presented on “**Study of GST on Hotel Industry**“(05 JAN 2019)
- ✓ I was attended as a student delegate on Jan 05 , 2019 as a member of organizing committee (**ESCORTING TEAM**) Global Vision 2030: Challenges and opportunities XX annual international conference
- ✓ I was attended Achieving excellence in higher education XXI annual international conferences Presented on “**Analyzing and Fact Checking: The Spread of Fake News and its Impact** “
- ✓ Certification of Appreciation Global Talent Search Examination (GTSE) 2016-17 AND 2018-19 academic
- ✓ I have received the certificate for securing 100% attendance in 2<sup>nd</sup> Semester during 2016-17
- ✓ I have received certificate of appreciation for **volunteering** in the event of **NAAC PEER TEAM VISIT**
- ✓ I have received the appreciation certificate for contributing and extending support in the event of **Orientation day** (2017-18)
- ✓ I got certification of completing **ENTREPREURSHIP DEVELOPMENT POROGRAM TRANING PROGRAME AT DSPSR** (2016-2019)
- ✓ I have got certification of appreciation for securing **2<sup>nd</sup> position** in the excellence in academics **BBA** (2016-2019)
- ✓ I have done **BCG Virtual Experience Program** (8<sup>th</sup> June 2020 )-(8HRS)  
Participated in the open access BCG virtual experience (**STRATEGY CONSULTING**) with Insidesherpa
- ✓ I have done **The Future IM/Pact Investment Management Virtual Internship Program** (10<sup>th</sup> June 2020 )-(12HRS) with Insidesherpa
- ✓ I have Certificate of Completion ( Citi Bank) Global Consumer Banking Virtual Internship Program( 13<sup>th</sup> June 2020, 7 hrs)
- ✓ I have successfully completed converting into challenges an online non-credit course authorized by University of California San Diego and offered through Coursera (22<sup>nd</sup> june 2020)
- ✓ I have received certificate of achievement for the successful competition of **The Fundamental Of Digital Marketing** certification exam on (25<sup>th</sup> June 2020)

#### IT FORTE

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- ❖ **Operating System:** Windows 2000, XP
- ❖ **Software known:** Ms Office (Word, Excel, PowerPoint, Access), SQL and Internet
- ❖ **HTML**

#### PERSONAL DETAILS

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- ✓ Good communicative, inter-personal and motivational skills.
- ✓ Multi-lingual having sufficient proficiency in English, Hindi and Punjabi with Problem solving, analytical and flexible nature to work with full dedication
- ✓ Innovative, creative and interesting in taking challenges with a keen aptitude to learn new things
- ✓ I consider myself as an energetic, enthusiastic person to make things happen under hard circumstances with a “**can-do**” attitude

#### PERSONAL DETAILS

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Father’s Name: Mr. Chander Mohan Bhalla  
 Date of Birth: 21.03.1999  
 Marital Status: Unmarried

Hobbies: Read more, expand the network, gardening, driving, volunteer work,  
Travelling, cooking

Address: 11/22, Subhash Nagar, New Delhi - 110027

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