



Contact Address:

Ms. Rinky Gupta

Contacts:

Mobile: +91 6261602890

E-Mail:

rinkyguptaAugust1@gmail.com

Personal Profile:

Father's Name:

Mr. Ram Chander Gupta

Permanent Address:

House Number- 587, N-1 'B'
Govindpura, Pin code- 462023,
Bhopal, Madhya Pradesh

Date of Birth : 1st August 1997

Sex : Female

Nationality : Indian

Marital Status : Unmarried

Religion : Hindu

Language Proficiency:

Hindi (Mother Tongue), English

MS. RINKY GUPTA

OBJECTIVE

I intend to build a career in the growth oriented organization under the kind supervision of the superior so that I can realize my potential and utilize my skills in the organization.

EDUCATION

PROFESSIONAL QUALIFICATIONS:

- PGDCA
- Computer Knowledge

ACADEMIC QUALIFICATIONS:

- **Post Graduation** MBA SAGE University, Bhopal
- **Graduation** B.Com from Barkatullah University, Bhopal
- **Intermediate** from M.P. Board
- **High School** from M.P. Board

EXTRA CURRICULAM ACTIVITY

- Participated in "Debat (Reservation System)" in School.
- Participated in "Quiz Competition" and won First place in School.
- Best Student Academic Recognition
- Participated in "Knowledge Olympiad" in School.
- 1st Prize on Writing in School
- 1st Prize on Group Dancing in Inter School Competition.
- 1st Prize in Shot-Put Games in School
- 1st Prize in Pared in School

HOBBIES & STRENGTH

- Always stay busy at work
- Interaction with Others
- Listening and Singing Music
- Honest & Hardworking
- Bike Riding

WORKING EXPERIENCE

- **AISECT Education Centre, Bharat Nagar as a Counsellor**

DURATION : Continue from last 2 Years

Work Profile: -

- : Student Counselling
- : Student Registration
- : Calling, Fees Recovering,
- : MPSOS Form filling,
- : Billing, Record maintaining
- : All Administration work

Private Tuition as a Teacher

DURATION : Continue from last 3 Years
: Class 5th to 10th standard (all Subject)
: Specialized subject - MATH

DECLARATION

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

Place: Bhopal

Date:

Ms. Rinky Gupta