

# SWATI WAGH

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At post. Dhondalgaon Tq. Vaijapura Dist. Aurangabad.

## Objective

I want to work with a progressive organization where I could utilize my knowledge & skills for mutual growth.

## Education

Dr. Babasaheb Ambedkar Marathwada University MBA Specialization: Human Resource Management (HR) 75.00	2022
Chhatrapati Shahu College of Education BCA 71.00	2019
Bhagirathi Mahavidya Naggaon 12th 75.54	2016
New High School Dhondalgaon 10th 79.00	2014

## Skills

- Confident Team Player
- Analytical Reasoning Ability
- Excellent presentation skills
- Good writing skills
- Computer Skills Programming Languages: Java, C, C++
- Operating Systems: Windows XP. Web designing Languages: HTML, MS office
- Technical Skill Set
  - Operating Systems: Windows-2000/2007/XP Professional.
  - MS Word, MS Excel, MS Power Point
- Computer Typing – English 30 wpm.

## Internship

- I did an internship in the subject of “**A Study of Business Development Consultancy Services on Small Business**” at **Shrisha Enterprises at Aurangabad** from 30<sup>th</sup> April 2022 to 17<sup>th</sup> June 2022.

## Projects

- **A Study of Business Development Consultancy Services on Small Business**
  - Business Consultancy Services is to provide professional or expert advice in a particular area such as security, management, accountancy, law, human resources, marketing, financial control and many other specialized fields
  - Depending on their professional expertise, consultants may advise their clients on improving marketing strategy, increasing profitability, managing budgets, improving hiring practices, and more

## Responsibilities

- Collected data from present consultancy organizations.
- Analyze the organizational features of consultancy services.
- Performance Reviews
- Solving practical problems

## Personal Qualities

- High Grasping Power.
- Keen Intellect.
- Can work under pressure to meet deadlines.
- Flexible team player.

## Hobbies

- Web development
- Internet Surfing
- Playing Cricket
- Listening songs

## Achievements

- Participated in seminars, paper presentation, debate competition.
- Got 2nd prize in programming in the college competition.
- Bagged 1st prize in painting competition during school