



Batch 2021-2023

**Internship Report**

On

**AN INTERNSHIP REPORT OF AUTOMOTIVE TESTING  
AND BENCHMARKING SERVICES (ATBS INDIA)**

Student name

**MS PRAGYA MANDLOI**

Faculty name

**DR ANURADHA PATHAK**

**INTERNAL EXAMINER**

**EXTERNAL EXAMINER**

**DATE-**





**ATBS INDIA**

TRANSPORTATION OF FLY ASH & CEMENT IN BULKERS AND  
ALL TYPES OF CIVIL CONSTRUCTION WORKS

## INTERNSHIP CERTIFICATE

Date: 01/12/2022

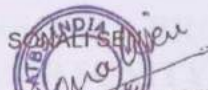
TO WHOMSOEVER IT MAY CONCERN

This is to certify that **PRAGYA MANDLOI** has done her internship in **HUMAN RESOURCES** at **ATBS INDIA, INDORE**, from 01/11/2022 to 1/12/2022.

During her internship, she demonstrated her self-motivation skills to learn new skills. Her performance exceeded our expectations and she was able to complete the work on time.

We wish her all the best for his/her upcoming career.

ATBS INDIA

  
HUMAN RESOURCE MANAGER  
INDORE

H.O. 2/2/2, Gram-Umariya, N.H.-3, In Front of Jirati ITI College Pithampur Highway  
A.B. Road, Indore-453331 (M.P.) Ph. : 8109008808, 8888886882, 8818828888  
E-mail. : atbs.india@yahoo.in, www.atbsindia.com



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## INTRODUCTION-

I have selected the topic of this report as "Human Resource Management of (ATBS INDIA) I tried to integrate my theoretical knowledge of HR and combine it with practical examples as observed during my internship.

I have tried to cover all the major functions of Human Resource Management-recruitment, selection, compensation and benefits, training and development and convey my understandings of the different functions of Human Resource Management through this project.

At the end of the report I have done a SWOT Analysis on the HRM Practice of ATBS INDIA followed by discussing critical points. I have also tried to provide some recommendations based on my knowledge followed by the conclusion which I gathered during my internship.



## CONCLUSION

From the above discussion it can conclude such a way that since human resource management is a continuously practicing issue so it plays a significant role on organizations overall performance. If an organization wants to gain full benefit from human resource management it should follow all the sections of HRM.

As a small AMC few persons are recruited for its operations and performances. But it will expand soon or later and then the number of HR employee may not be enough to run the company. Committed and trustworthy employees are the most significant factors to becoming an employer of choice it is no surprise that companies and organizations face significant challenges in developing energized and engaged workforces.

However, there is abundance of research to demonstrate that increased employee commitment and trust in leadership can positively impact the company's bottom line.

In fact, the true potential of an organization can only be realized when the productivity level of all individuals and teams are fully aligned, committed and

Thus, the objective of every company should be to improve the desire of have with the company



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH

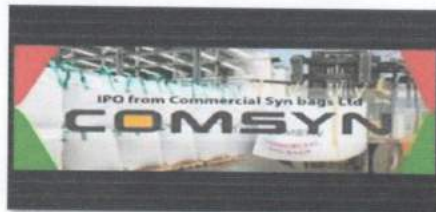


Batch 2021 - 2023

## Internship Report

On

“PERFORMANCE APPRAISAL”



COMMERCIAL SYN BAGS LTD COMSYN

PITHAMPUR

*Kritika*

Student Name  
**Kritika Vaishnav**

Faculty Guide  
**Dr. Anuradha Pathak**

Internal Examiner



External Examiner

**COMSYN**

Manufacturer & Exporter of FIBC, PP Fabric, Woven Gecks & Tarpsulin

**CERTIFICATE**

**TO WHOM SO EVER IT MAY CONCERN**

*This is to certify that Ms. Kritika Vaishanv of Class MBA HR & IT 3<sup>rd</sup> Semester Indore Institute of Management & Research, Indore her completed her internship (HR Department) at Commercial Syn Bags Ltd, Pithampur From 17<sup>th</sup> October 2022 to 28th November 2022.*

*Ms. Kritika Vaishanv is very hardworking, dedicated and result oriented. She has done an excellent job in the organization.*

*We wish her all success in her future endeavors.*

**For, COMMERCIAL SYN-BAGS LIMITED.**



**Yogesh Kumar Tripathi**

**AGM – CHR & Admin**

Place: Pithampur

Date: 28.11.2022

**Commercial Syn Bags Limited**

CIN : L25202MP1984PLC002659

Registered Office : Commercial House, 3-4, Jaora Compound, M.Y.H. Road, INDORE - 452 001, M.P. INDIA

Ph. +91-731-2704007, 4279525 Fax : +91-731-2704130 E-mail : mails@comsyn.com, Visit at : www.comsyn.com



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## Performance Appraisal

Performance Appraisal is the systematic evaluation of the performance of employees and to understand the abilities of a person for further growth and development. Performance appraisal is generally done in systematic ways which are as follows:

The supervisors measure the pay of employees and compare it with targets and plans.

The supervisor analyses the factors behind work performances of employees.

The employers are in position to guide the employees for a better performance

## **Objectives of Performance Appraisal**

*Performance Appraisal can be done with following objectives in mind:*

- To maintain records in order to determine compensation packages, wage structure, salaries raise, etc.
- To identify the strengths and weaknesses of employees to place right men on right job.
- To maintain and assess the potential in a person for growth and development.
- To provide feedback to employees regarding their performance and related status.
- To review and retain the promotional and other training programmers.



## CONCLUSION

It can honestly say that my time spent interning with COMMERCIAL SYN BAGS LTD resulted in one of the best summer Internship of my life. Not only did I gain practical skills but I also had the opportunity to meet many fantastic people. The atmosphere at the office was always welcoming which made me feel right at home.

All the staffs were fantastic the work culture of the organisation was awesome they all treat me as a part of there company not as a short time intern

Which really feel me more happy or comfortable.

Overall, my internship in commercial syn bags ltd has been a successful. I was able to gain practical skills, work in a fantastic environment, and make connections that will last a lifetime..



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH

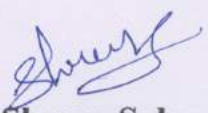


Batch 2021 - 2023

An Internship Report

On

“SAP FICO-Bill Processing”

  
Student Name-**Shreya Sahu**

Faculty Guide-**Dr. Anuradha Pathak**

Internal Examiner

External Examiner

Date:



## CERTIFICATE

This is to certify that the Project Work entitled “SAP FICO-Bill Processing” has been accomplished by SHREYA SAHU under my guidance and supervision.

This project is being submitted by him/her as the partial fulfillment of requirements for the award of Master of Business Administration (MBA) from Indore Institute of Management and Research, Indore.

This work has not been submitted by him/her anywhere else for the award of any degree or diploma. All sources of information and help have been duly mentioned and acknowledged.

Faculty Guide- Dr. Anuradha Pathak

Designation- Associate Professor, HOD MBA Programme





Sasan Power Limited  
CIN: U40102MH2006PLC190557

2<sup>nd</sup> Floor, Reliance Centre  
19, Walchand Hirachand  
Marg, Ballard Estate  
Mumbai 400 001  
Tel: +91 22 30327000  
Fax: +91 22 30327699  
www.reliancepower.co.in

Certificate No: VT-FY-22-23-41

Date: 01.12.2022

## CERTIFICATE

(To whom so ever it may concern)


This is to certify that **Miss. Shreya Sahu**, D/o **Mr. Rajmani Sahu**, student of **MBA in Finance** from **Indore Institute of Management & Research, Indore** has successfully completed her training in our organization. She completed her training since **03.10.2022 to 01.12.2022** at **Sasan Ultra Mega Power Plant (6X660MW)**.

During the above period, we found her sincere and hard working.

**"WE WISH HER ALL THE BEST FOR HER FUTURE CAREER."**

Excellent!  
keep it up. ---

AVP-L&D  
Sasan Power

  
Training Head/In-charge



## INTRODUCTION

This report summarizes my internship program from 03-10-2022 to 01-12-2022, covering 60 days on going internship. Most widely I engaged with practical oriented and corporate world atmosphere that during this time I earned different sides of experiences with assist of outlet manager. On the very first I was briefly oriented by the staff and was took to the visit of plant for storming my knowledge in power sector. I was attached with the Finance Department of the Industry, and the title of my project was Financial Management. I had wonderful opportunity to work in this company, it was comfort me to develop the punctuality, communication, commitment and teamwork abilities.

## OBJECTIVE

- To gain as much learning as possible.
- To apply the fundamental concepts and tools of finance.
- To develop work habits and attitudes necessary for job success.
- To gain exposure to work profile and build skills.



## FINDINGS

As per Objectives mention earlier, I got the following results:

Be able to complete a job or assignment given by the employer well and successfully.

To gain skills in client relations, organization, accountability, and problem solving among many others.

Develop work habits, communication skills and attitudes necessary for job success.



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



**Batch 2021 - 2023**


**Internship Report**

**On**

**“ONBOARDING AND DATA  
SANITIZATION” AT VE  
COMMERICAL LIMITED**

**Submitted in the partial fulfillment for  
the Requirements of the degree of MBA  
(CORE) DAVV, Indore**

**Faculty Guide**  
**Dr. Anuradha Pathak**  
(Associate Professor)

  
**Student Name**  
**Shweta Kushwaha**  
**MBA – III Semester**  
**Roll no. -213510039**





**Declaration by Student Trainee for Internship Training**

(To be submitted by Trainee along with the application)

Subsequent to my application for Internship training at ETB (a part of VECV) I, Shweta Kushwaha  
— hereby accept the VECV training /internship for the period from 10/10/22 to 25/11/22. I /We also  
hereby agree to undertake /abide by the following terms and condition read with rules pertaining to the  
VECV Internship /training .

1. That I shall abide by the discipline, rules, regulations, safety & other instructions of VECV and shall continue the course besides confirming to abide by such rules and regulations as already prescribed /to be prescribed from time to time by the competent authority of the VECV.
2. That I give undertaking to the effect that I shall not resort to any malicious activities /cause any sort of indiscipline .Failure on the part of it by the rules and regulations laid down will lead the authorities to discontinue the training of undersigned candidate.
3. That I shall not be provided with any kind of insurance coverage including at the time of using the company's transport system (if any) which is on my request, for the duration of training in connection with the training /internship .
4. That I declare that I have very good health and undertake that if any untoward due to my previous disease happen during the training then the company or its employee shall not be held responsible. I am also giving medical certificate in this regard.
5. That company is not taking any responsibility for the travel ,accommodation any my living expenses .On request company may allow the travelling in the company's transportation .However it is expressly agreed that company shall not be held responsible or statutory liable for any accidental damage /injury and related compensation .
6. On joining all research carried out by the trainee during the course of the internship /training will remain the sole property of VECV
7. That I ll be subject to performance review as and when deemed necessary by VECV.
8. Publications of any kind presentations at national meetings /workshop of the research material generated under the program prior written permission of VECV is mandatory.
9. The Certificate shall be provided strictly based on my attendance, behavior and my performance.



**VE COMMERCIAL VEHICLES**  
A VOLVO GROUP AND EICHER MOTORS JOINT VENTURE

**TO WHOM SO EVER IT MAY CONCERN**

29<sup>th</sup> Nov 2022

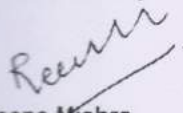
This is to certify that **Ms. Shweta Kushwaha** student of **Indore Institute of Management & Research, Indore** has completed her training at VE Commercial Vehicles Ltd. Pithampur from 10<sup>th</sup> Oct 2022 to 29<sup>th</sup> Nov 2022.

During this period, she did the project on - **“Onboarding Processes, Data Handling, VE Connect Data Sanitization & Personal File Management.”**

She has worked under the guidance of **Mr. Rajnish Upadhyay – Manager**. She has completed the project and her performance was **Very Good**.

We wish her all the best for her future.

For VE Commercial Vehicles Ltd.  
(A Volvo Group and Eicher Motors joint venture)

  
Reena Mishra  
(Deputy Manager - Human Resources)



www.vecv.in

VE Commercial Vehicles Ltd.  
102, Industrial Area No. 1,  
Pithampur - 454 775  
Dist. Dhar (M.P.), India

Telephone  
+91 7292 402633

Fax  
+91 7292 402611

Registered Office  
CIN: U74900DL2008PLC175032  
3rd Floor, Select City Walk  
A-3 District Centre, Saket,  
New Delhi - 110017, India  
Email: info@vecv.in

**VOLVO**

**EICHER**

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## PROFILE OF THE ORGANIZATION (HISTORY)

### Introduction Indian automobile industry

Eicher Motors is a commercial vehicle manufacturer in India. The company's origins date back to 1948, when Good Earth Company was established for the distribution and service of imported tractors. In 1959 the Eicher Tractor Corporation of India Private Ltd was established, jointly with the Eicher tractor company, a German tractor manufacturer. Since 1965, Eicher in India has been completely owned by Indian shareholders. The German Eicher tractor was partly owned by Massey Ferguson from 1970, when they bought 30%. Massey Ferguson bought out the German company in 1973.



### **Learnings from the Internship:**

- Firstly, I learned about the VECV and Different branches/levels of VECV.
- Arrangement of Files. How the documents of new joiners are arranged in the files. (Sequencing of Documents). Understand about between onboarding and offboarding.
- Managed the data on excel of NATS. Created contact of employees on National apprentice training scheme.
- Worked on VECV's personal portal. Uploaded Data (education and previous company details) on V-Connect.
- Visited the plant of VECV. Practically seen how the truck are prepared



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

## **Internship Report**

**On**

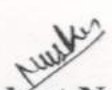
### **“Business Financial Management and Financial Accounts”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)**

**DAVV, Indore**

  
**Faculty Guide**  
Dr. Asha Mishra



  
**Student Name**  
Muskan Jain

# VAISHALI AUTOMOBILES & ELECTRICALS

Dealer: International Tractors Limited



Maihar Road, Amarpatan, Distt.-SATNA(M.P.)  
Pin Code-485775, Mob.-9424318636

Ref.No. ....

Date : .....

Date:30/11/2022

## TO WHOM IT MAY CONCERN

This is to certify that Miss. MUSKAN JAIN D/O- Mr. SUNIL JAIN a student of MBA (Major in FINANCE ) **Indore Institute of Management & Research**, INDORE has successfully completed 02 (TWO) months (From 1st OCT, to 30th NOV,2022) long internship programme at our dealership. During the period of his internship programme with us she was found punctual, hardworking and inquisitive.

We wish her every success in life.

For. Vaishali Automobiles & Electricals

Authorised signatory



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## Executive Summary:

This internship program is to grant the students with real-time working experience and prepare them to participate in the fieldwork opportunity, explore the link between academic preparation and fieldwork for the students, and help participants in the development and implementation of the major research project, which will serve to culminate in the practical experience.

Individual training is customized to the requirements and benefits of each student in the program. As a component of the training experience, students should play an active role in finding suitable training for them. The internship provides a different opportunity for students during training programs to expand familiarity in choosing their field, to discount what they have in importance in a strict line of business, and to develop professional network links, develop Personal skills or get some credit points.

The internship at FIRM/ DEALERSHIP OF International Tractor Private Limited ( Sonalika tractor ) is focused on analyzing and understanding the stage of managing the funds, Loan, and the process the business fund rotate and the study focuses on FUND MANAGEMENT and the requirements of the organization and understanding the current market situation\* and make the rotation in time so this can enhance sales and get the utmost advantage.



**Conclusion:**

This study helps us to know the Dealership's liquidity and financial position. After analyzing the components of working capital management, it is found that FIRM has a sound and effective policy to improve its performance and has managed its profitability. FIRM is doing well at domestic and in a vision to start overseas operations. They are working with problems of working capital management, especially for short-term financing.

The FIRM is well-performing and it is at a growth stage. It has contributed well to national growth and development. In conclusion, we can say that the management of VAISHALI AUTOMOBILES is good; and know well how to finance the need for capital. The FIRM has improved its performance effectively since from establishment. It has maintained its position in the market quite well.

So, the overall performance of the FIRM is good, but still, they have to improve the working capital management of the FIR.



**INDORE INSTITUTE OF MANAGEMENT  
AND RESEARCH**



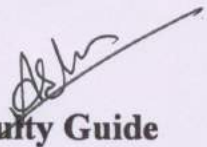
**Batch 2021 - 2023**

**Internship Report**

**On**

**“Hindustan Unilever Limited”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

  
**Faculty Guide**

**Dr. Asha Mishra**

**Student Name**

  
**Monika Sahgal**



Hindustan Unilever Limited  
C-9 MIDC Khamgaon,  
Dist- Buldhana,  
Maharashtra - 444303  
Tel: 07263 277 363 / 365  
Fax: 07263 277105

Head Office:  
Hindustan Unilever Limited  
Unilever House,  
B. D. Sawant Marg,  
Chakala, Andheri (E),  
Mumbai 400 099  
Tel: +91 (22) 50433000  
Web: www.hul.co.in



Hindustan Unilever Limited

October 31, 2022

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that, **Ms Monika Sahgal** student of Indore Institute of Management and Research, Indore, during her internship has done successfully completed the in plant training in Finance Department at Hindustan Unilever Limited, Khamgaon during 19/09/2022 to 19/10/2022.

During her internship, she took keen interest in learning.

We wish her the very best for her future endeavors.

For Hindustan Unilever Limited,

  
**Hanwant Purohit**  
HR Manager



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## TITLE AND DURATION

After the end of 2<sup>nd</sup> semester, we were entitled to indulge in Internship Programme as per the schedule of MBA course of DAVV University. Most of my colleagues have joined banks and other financial institutions for their internship programme. Everyone was eager to have first-hand experience in banking sector. But unlike others, I wanted to do something different, something not only limited to single sector and also that would give me great knowledge with my undergoing degree.

I joined Hindustan Unilever Limited (soap factory) as my internship programme because I wanted to have a general idea about the operations and their activities. I joined Hindustan Unilever Limited (soap factory) to get exposed to real world of accounting and to have a first-hand experience on the same since I am a student of management faculty. I wanted to know how factories do accounting and what role does they play in the growth and development of their business activities.



The finance department of Hindustan Unilever Limited basically includes the making cost of the soap which includes labor, depreciation, job work, utilities, routines repairs and consumables and others.

## **FINDINGS AND CONCLUSIONS**

The most important thing I found noticeable was the nature of treatment received by the new employee/trainee from the other employees. I was little worried since I knew nothing about operations and knew no other person in the organization. I was the first one to do internship in that firm. I was quite worried about whether I would be easily accepted as their colleagues or not. But I found totally different. I received great deal of co-operation and friendly behavior from all the employees, including Junior Associates and Senior Managers. During internship period, I never felt I am different than them. Rather, I started to feel like I was also one of them. I really feel lucky to receive such kind of treatment and behavior from other employees. I think that for such kind of friendliness and rapport, there is great role of informal talks. The organization had a culture of having breaks time and again. Employees at levels used to go outside the office premise to have some tea and time and again. This provided great opportunity for the new comers like me to get acquainted with the organization and the employees

I am very much delighted and thankful to the organization for allowing me to do internship in their organization. I got the platform to have exposed on the operation processes and enhance my knowledge and ideas. I am grateful for providing me such opportunity. I would also like to provide some suggestions and recommendation which I believe that it would enhance the quality of its services

### **Giving more importance and slight strictness to punctuality:**

During my internship, I found out that employees rarely reach the office by 10:00a.m. I feel that the organization should take initiative on creating corporate culture of reaching office on time since there his positive relationship between the punctuality and work performance of the employees. So, I recommend the organization to give importance and imposing slight degree of strictness on the punctuality of the employees.





**Indore Institute of Management and Research, Indore**



**Master of Business Administration (2021-2023)**

**Summer Internship Programme**

**On**

**“Human Resource Department”**

**Research Scholar**  
Shraddha Patidar

*Mohitash Nagotra*  
**Research Guide** 13/12/22  
Dr. Mohitash Nagotra

**Principal**

**External Examiner**





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## INTRODUCTION OF APPLE HOSPITALS

APPLE HOSPITAL is a multi-specialty hospital, and one of the leading healthcare service providers in central India.

It is located in Indore, Madhya Pradesh.

It is incorporated under the status of the company “ Friends Unity Hospital and Research Centre”. The healthcare verticals of the company primarily comprise of diagnostics and day care specialty facilities



## CONCLUSION

In this training I learnt about the Policies of HR department which would definitely aid my development as a better employee in future. I have prepared an induction presentation form the hospital which helped me to understand the importance of induction programmes for the new employees. I also came to know about what procedures that hospitals follow for the new appointment of the employees.



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



Batch 2021 - 2023

Internship Report

On

“A COMPREHENSIVE STUDY ON FINANCE”

AT

FLEXITUFF VENTURES INTERNATIONAL LIMITED

Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)

DAVV, Indore

*Mohitash Nagotra*  
14/12/22  
Faculty Guide

Dr. Mohitash Nagotra



Student Name

Pradum chourasiya

*Pradum*



**Flexituff Ventures International Limited**  
(Formerly Flexituff International Limited)  
C41-50, SEZ Sector-3,  
Pithampur-454 775, Distt. Dhar (M.P.)  
Phone: +91-7292-420200, 401681-82-83  
Email: mail@flexituff.com | www.flexituff.com  
CIN : L25202MP1993PLC034616

TO WHOM IT MAY CONCERN

Date: 16<sup>th</sup> November 2022

This is to certify that **Mr. Pradum Chourasiya** a student of **MBA (Finance & Marketing)** from **Indore Institute of Management & Research, Rau, Indore**, has done his training in the field of **Finance & Submitted project report on :- "A COMPREHENSIVE STUDY ON FINANCE in Flexituff"**.

He has done his training for the period of **11<sup>th</sup> October 2022 to 11<sup>th</sup> November 2022**, He has proved to be efficient in completing his training.

We find him to be a hardworking & diligent person and wish him all the success in future.

For **FLEXITUFF VENTURES INTERNATIONAL LTD.**

Rahul Vyas

Manager (Quality Management Systems & Trainings)



The Internship report must contain the following:

<u>S.NO.</u>	<u>PARTICULARS</u>	<u>PAGE NO.</u>
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5.	Introduction 1.1 Overview of the Company 1.2 Product Range 1.3 Capacity of the Plant 1.4 Certificates in Flexituff	
6.	Finance Department of Flexituff 1.1 Some of the Important Elements of Finance 1.2 Submission of Provisional Stock Statement 1.3 Types of l/c 1.4 Different Department in Finance 1.5 Standalone and Consolidated Terminology	
7.	Export Department of Flexituff 1.1 Export Marekting Documentation	
8.	Conclusion	
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## OVERVIEW OF THE COMPANY

Flexituff Ventures International Limited ("Flexituff" or the "Company"), formerly Flexituff International Limited, was originally constituted as a partnership firm in 1966, which was reconstituted from time to time. The company manufactures textile products. The company offers packaging bags, floor covering carpets and apparels as well as drippers. Flexituff ventures international limited serves customer worldwide.

### ABOUT

- **Sector** = Consumer Discretionary
- **Sub-industry** = Apparel and Textile Products
- **Address** = C 41-50 SEZ Sector 3 Pithampur Dhar, 454775, India.
- **Website** = [www.flexituff.com](http://www.flexituff.com)
- **Industry** = Consumer Discretionary Products
- **Founded** = 04/08/1993
- **Executives** = Kartikeya Kalani (President), Saurabh Kalani (Whole-Time Director), Anand Khandelwal (Whole-Time Director).
- **Board Members** = Anirudh Chittaranjan Sonpal, Saurabh Kalani, Alka Rajesh Sagar.

### INCORPORATION & EVOLUTION

- **1993-94** - Incorporated in 1993 in the name of "Naviska Packaging Private Limited", Flexituff is one of India's leading bulk packaging companies. It started with PP Woven SA/HDPE Sacks at Domestic Tariff Area (DTA) at Pithampur with a capacity of 1,380 MT, which was expanded to 2,700 MT till 2004.
- **2001-02** - The name of Company changed from existing to "Giltpac International India Private Limited" w.e.f 29<sup>th</sup> June, 2001.
- **2003-04** - Flexituff, with its new name "Naviska Packaging Private Limited" w.e.f 1<sup>st</sup> January, 2003, commenced production of FIBC products at Special Economic Zone (SEZ) at Pithampur with a capacity of 7,800 MT.  
The Company converted its status from "private" to "public" w.e.f 25<sup>th</sup> April, 2003 in its new name "Flexituff International Limited".
- **2005-06** - The manufacturing capacity at DTA was expanded to 5,200 MT. The Company also received BRC & AIB Certifications for food grade packing. Also, the registered office of the Company shifted from Madhya Pradesh to West Bengal.
- **2007-08** - Establishment of R&D Unit (3 labs) at Mahuakheraganj, Kashipur for chemical, polymer and compounding quality assurance related activities. Also, the manufacturing capacity was expanded to 23,000 MT at SEZ and DTA units collectively.



receipt of export proceeds for goods shipped out of this country.

## CONCLUSION

Flexituff International Ventures Ltd., a company promoted by the renowned Kalani Group from Indore. Flexituff has the largest capacity in India to produce PP woven based products. It has most modern plant and equipment under one roof to convert PP granules to tapes, fabric, printing, extrusion, lamination and bag making.

Flexituff is the first company to start BOPP printed & laminated PP woven bag in India about seven years back. It is the leader in jumbo bags, big bags, container and liners. Due to continuous support and strength derived from its own R&D and the international quality set and maintain by its team of researchers, Engineers & Professionals. Today, Flexituff is exporting to more than 40 countries in the world and has been receiving best awards year after.

I have worked as a trainee in Flexituff International Ventures Limited for the duration of 30 days and during this period of time I learnt many new things related to the field of finance and export along with this I also experience the actual working environment, how the orders are been generated and how the firm avail finance for completing the order and how hectic working schedules are being followed to complete those orders.

In my project report I conclude all the important aspects of the finance and export Procedure and what are the course of action is carried by both the department.

## REFERENCE

<http://flexituff.com/home/>

<https://www.bloomberg.com/profile/company/FLEXI:IN>





# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



Batch 2021 - 2023

Internship Report

On

“A FINANCE INVESTMENT INTERNSHIP  
AVAILABLE AT ARIHANT CAPITAL MARKET  
LIMITED”

Student Name  
Mansi Upadhyay

*Mansi*

*M. Mohitash Nagotra*  
Faculty Guide 9/12/22  
Dr. Mohitash Nagotra

Internal Examiner

External Examiner

Date:



# CERTIFICATE


**ArihantCapital**  
Generating Wealth

## CERTIFICATE OF COMPLETION

THIS CERTIFICATE IS PRESENTED TO

Ms. MANSI UPADHYAY

For Completion of  
**Finance Internship Program**  
From 01-10-2022 To 10-11-2022



AUTHORISED SIGNATORY

11-11-2022

DATE



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### **CHAPTER 1**

- The Company Background
- The Promoters & Managing Team
- Local, National & Global Presence
- The Competitors
- The current state of Industry
- SWOT Analysis
- The Future Prospects

### **CHAPTER 2**

- The departments in the organization
- Integration between the departments
- CRM & SCM
- Financial Health
- Marketing Strategy
- Management Principles used
- CSR and Sustainability efforts

### **CHAPTER 3**

- Weekly Reports
- Roles & Responsibilities
- Practical Learning & Outcomes



### **CHAPTER 4**

- Suggestions for better management
- Futuristic Perspective

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## CHAPTER -1

### INTRODUCTION

#### INDUSTRY OVERVIEW

The Indian retail securities industry primarily consists of companies acting as agents to buy and sell securities such as shares, shares and similar financial instruments on a commission, transaction fee or brokerage basis. An agent that charges a fee or commission for executing buy and sell orders submitted by an investor. The firm acting as the client's agent charges the client a fee for its services.

Roles similar to stockbrokers include investment advisors, financial advisors, and possibly many others. A stockbroker may or may not be an investment adviser.

**Regulated professional broker** who buys and sells stocks and other securities on behalf of investors through market makers or simply agents .

Brokers who receive orders from clients typically communicate with company employees at specific exchanges who execute the orders on the exchange and report trade Particulars to the broker. Clients typically keep their securities in a broker's account.

Brokers charge their clients a fee for placing trades and a fee for maintaining an account .

Key features of the brokerage industry include growth in electronic brokerage, lower brokerage commissions, and growth in the derivatives market.

Stock trading services have several domestic and regional players who provide customers with various services such as online trading, portfolio management systems and stock brokerage.

It helps investors decide where to invest as there are many investment vehicles available to them. Some of them work at the national level as follows.

#### PROFILE OF THE ORGANIZATION

Arihant Capital Markets Limited is an ISO 9001:2008 certified company and one of the leading financial services companies in India. We offer a wide range of products and services, including securities and commodity brokerage, financial planning, depository services, preferred client group services (PCG) and commercial banking services, to a large and diverse group of clients, including individuals, businesses and financial institutions. increase. We are committed to providing the best service to our customers and uphold the core value of always putting the interests of our customers first. These values are reflected in our business principles that emphasize integrity, excellence, innovation and teamwork. The company has a dedicated



Friday	- Who are the participants in trade of stock between Exchange market and clients. - Importance of tracking of closing market for another day.
--------	---

**INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**  
**CORPORATE RESOURCE CENTRE**  
**WINTER INTERSHIP 2022 : Weekly Progress Report**  
**For the Week Commencing – 26-10-2022 to 31-10-2022**

**WPR 4**

**Enrollment No.-** DX1801451

**Program:** MBA FINANCE

**NAME -** Mansi Upadhyay

**Company Name** : ARIHANT CAPITAL

**Faculty Guide Name** : Dr. Mohitash Nagotra

**Industry Guide Name** : Mr. Anirudh Sharma

**Project Title**

**Targets for the week :**

List of all GMP of last financial year.

**Achievements for the week :**

Made GMP list of last financial year

**Future work plans:**

Buying shares through DSJL

Days/Time	
Wednesday	- What is portfolio in stock market. - Steps for building portfolio.
Thursday	- Importance of stock selection for an individual - Steps for selecting stock.
Friday	- Discussion about ODIN Software - Various functions keys of ODIN software.



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



Batch 2021 - 2023

Internship Report

On

**“A Study of Customer Preference Towards  
Consumer Durable Loan”**



Student Name

**Sakshi Bhatele**

Internal Examiner



Faculty Guide

**Dr. Mohitash Nagotra**

External Examiner



# Certificate of APPRECIATION

This internship program certificate is proudly awarded to

SAKSHI BHATELE

for his/her outstanding completion of the internship program  
at Bajaj Finance Limited Form 28-09-2022 To 8-11-2022

**Ravi Vishwakarma**  
Area Sales Manager  
CD-Growth South West



**Mahendra Gupta**  
Regional Sales Manager  
CD-Growth South West

## **CONTENTS**

### **CHAPTER 1: INTRODUCTION**

#### **1.1 Introduction of the topic**

### **CHAPTER 2: OVERVIEW OF INDUSTRY AND COMPANY**

#### **2.1 Introduction to the Industry**

#### **2.2 Introduction to the Company**

✦ **Benefits of Bajaj Finserv**

✦ **Features of Bajaj Finserv**

✦ **Eligibility**

✦ **Documentation**

#### **2.3 Services Range**

#### **2.4 Organization Structure**

#### **2.5 Past Performance of Bajaj Finserv**

### **CHAPTER 3: EMI CARD**

#### **3.1 What is EMI card**

#### **3.2 Benefits of EMI card**

#### **3.3 Bajaj Finserv EMI card Feature**

✦ **Eligibility**

✦ **Documentation**





**CHAPTER 4: RESEARCH METHODOLOGY**

**CHAPTER 5: DATA ANALYSIS /DATA INTERPRETATION**

**CHAPTER 6: FINDINGS /RECOMMENDATION**

**CHAPTER 7: REFLECTION ON INDUSTRY READINGS**

✦ Learning

✦ Bibliography



## **CHAPTER 1:**

### **INTRODUCTION**

#### **1.1 Introduction of the topic/study**

The title of the study is "A study of customer preference towards consumer durable loans". The area of study is marketing where we can know the customer preference which is a objective of the study. The objective of the study is to know customer preference towards consumer durable loan. Customer like to prefer a loan from Bajaj FinServ ltd. for durable goods.

Sometimes it depends on the scheme which company gives so indirectly its benefits to the customers and increase their buying power towards consumer durable products. If there is a benefit which consumer is looking for and consumer might get that benefit so customer definitely going to purchase product. Some of the customer just buy consumer durable product though loan for increasing their credit score and its major reason for purchasing the consumer durable products.

Bajaj FinServ ltd. is the major source for those customers who could not purchase consumer durable products by cash so Bajaj FinServ ltd. gives them new way to purchase consumer durable products for their lifestyle. Bajaj FinServ ltd. has also less file charge on the consumer durable products. So, by the end of the day customer gets benefited by Bajaj FinServ ltd. and they feel happiness in their life.



## Conclusion

The study concludes that the Bajaj finance the strongest finance for the consumer durable product. And the Bajaj was providing very good schemes for the customers. The customer Are very happy with the Bajaj EMI card. Bajaj was giving the good service to the customers Bajaj was very close with the customer. I learned lot of things in this project. Thanks, you for giving this project to me.



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



Batch 2021-2023

Internship Report

On

**“FINANCE INTERNSHIP AT VIJAY ASSOCIATE CHARTED  
ACCOUNTANTS UNDER SHUBHAM AGARWAL (CA)”**

Student Name:-

Vishakha Singh Parihar

Faculty Guide:-

Dr. Pooja Shrivastava

Internal Examiner:-

External Examiner:-

Date:



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5	Income Tax Return Image	11
6	Income tax Returns	15
7	Filling GST and ITR Returns	17
8	Need of Income Tax returns	20
9	Roles And Responsibilities	23
10	Learning during the report	24
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## OBJECTIVE OF THE REPORT

- To understand the work under the Chartered Accountant.
- To understand and analyze various Income tax theories.
- To know about the GST and ITR.
- To gain in -depth knowledge about income tax, GST and Returns.
- To gain ideas from the experienced people working under Chartered Accountant
- To understand the concept and to apply it as a future knowledge.

## EXECUTIVE SUMMARY

My internship program under CA Shubham Agarwal was for 2 months and it was a journey which I will cherish for a long time. The learning that I had from this internship is very valuable and I feel obliged to have had this opportunity.

During my internship I gained knowledge in GST, I learnt how GST works, ITR filling, interpreting different sections and taxes, making balance sheets and doing adjustments based on auditing etc... and how practically it works much different from the theory.



## CONCLUSION

SHUBHAM AGARWAL (CHARTED ACCOUNTANTS) comes under the FINANCE industry especially in Accounting. Which provides a basket of various skills development in income tax for the future and by giving them opportunities to work on real time projects and motivating by providing them certificates from government of India as well, which is beneficial for professional students to enter in priority list of candidates while hunting for a job or change in job field. These will provide confidence and experience to students and practically teaching the field factors that are omitted in books.



**INDORE INSTITUTE OF MANAGEMENT AND  
RESEARCH**



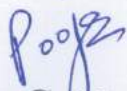
**Batch 2021 - 2023**

**Internship Report**

**On**

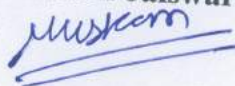
**“Role Of Human Resource At Elite Manpower And  
Training Academy”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

  
**Faculty Guide**  
**Dr. Pooja Shrivastava**



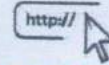
**Student Name**  
**Muskan Jaiswal**







Elite Manpower & Training Academy  
Prepping Professionals of Tomorrow



[www.emta.co.in](http://www.emta.co.in)

## Certificate of Internship

**Date of Issue – (05/11/2022)**

This document is to certify that **Miss Muskan Jaiswal** has completed her internship at **Elite Manpower & Training Academy, 155, Mangal City Mall, Indore, M.P.** from **24th September to 5th November 2022.**

She has worked on the project titled "Hiring for impaneled partners". This project aimed to gather the maximum number of candidates for multiple impaneled companies like Just Dial, Jana Small Finance Bank, Kemco Pvt Ltd, etc.

As a part of the project, she has efficiently managed and coordinated with the candidates, and conducted screening tests. She has guided candidates according to their caliber and the company's requirements and generated great revenue for our organization.

During the internship, **Miss. Muskan Jaiswal** demonstrated a keen interest and enthusiasm to learn new skills. Her performance exceeded our expectations, and her dedication to their role and responsibilities was commendable. All of the tasks were completed on time and to the best of her abilities.

We wish her all the best in her career.

**Abhijeet Raghuwanshi**

**Managing Director**



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## Introduction

The Human Resources are the most important assets of the organization. The success of the organization depends on the caliber of the people working therein. Without creative and positive contribution from people, organizations cannot progress and prosper. In order to achieve the goals of the organization, therefore, they need to recruit people with requisite skills, qualifications and experience. While doing so, they have to keep the present as well as the future requirements of the organization in mind.

During internship tried to integrate my theoretical knowledge of HR with practical learning as observed during my internship. I have tried to cover all the major functions of Human Resource Management. I have also provide some recommendations based on my knowledge followed by the conclusions which I gathered during my internship.



## Conclusion

In today scenario, the Human Resource Management plays a very significant role in running the organization. The Role of HR is continuous for development and growth in the organization. The HR can improve employee's motivation in an organization and lets them development rapidly. It can make employees pay attention to the company's policy and laws respectively.

The Recruitment and selection of accomplished and effective employees is an essential part of Human Resource Management and also for the consultancies who is dealing with recruiting and supplying the efficient candidates for various companies because this will build the trust between the company and clients and which in return helps in generating the revenue for the consultancies.

HR faces many challenging roles in today's competitive world but he can deals with in a better way by their knowledge, experience and skills and performs their duties well in running the organization.



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2022**

## **Internship Report**

**On**

**“TAX PLANNING AND MANAGEMENT”**

Student Name  
Ritik Likhar

Faculty Guide  
Dr. Pooja Shrivastava

Internal Examiner

External Examiner

Date:

2 | Page





## Shyam Bhatia & Co.

Chartered Accountants

326, Prem Trade Centre, Maharani Road, Indore

Tel. No.:0731-4048607, 2535212, 9826082720

E-Mail: shyambhatia@rediffmail.com

RITIK LIKHAR

447, Dwarkapuri

Indore, Madhya Pradesh, 452009

Dear, Ritik Likhari

We are pleased to offer you the full time position of trainee at Shyam Bhatia & Co. with a start date of 13/10/2022.

In this role, you will be trained for Income tax, Gst, Audit. Your stipend for training period shall be 2000rs. per month.

Trainee period shall be for 2 month.

After completion of trainee you shall be offered employment subject to your performance during training period.

For Shyam Bhatia & Co  
Chartered Accountant  
(Firm Regn No.: 009812c)

(Shyam Bhatia)  
Proprietor

Membership No: 079623



Place: Indore

Date: 10/10/2022



## **Executive Summary**

My internship program with Shyam Bhatia & co. was for 1 year it was a journey which I will cherish for a long time. The learning that I had from this internship is very valuable and I feel obliged to have had this opportunity.

During my internship I gained knowledge on how the income tax division of an organization operates and co-ordinates its activities to ensure smooth functioning of the organization at all levels by ensuring right numbers of people are available at right time to do the right job. Not only that I have also gained insight into the working culture of the organization and observed how Shyam Bhatia handles its employees with value and empowerment to ensure they are motivated to give their best to the organization.



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## INTRODUCTION

### 1 Introduction to report:

Shyam Bhatia & Co. a Chartered Accounting proprietorship firm is engaged for more than twenty five years in providing highest degree of quality services in income tax, goods & service tax, auditing in conformity as per the rules & regulation. Shyam Bhatia & Co. Certified Accountants is an independent firm of Chartered Accountants, with the experience of serving private as well as non-governmental organizations .Our firm provides a range of accountancy, assurance, taxation, system development, government subsidy and other management consultancy services. Our firm is regulated by Association of Certified Chartered Accountants of India

### 2 Study background:

The ICAI requires its student to undergo an internship program. This internship program fortifies the student's practical experience, with correlation to their theoretical knowledge. The selection of the firm is based on the choice of the student, which leads to, study and analyze the performance of the concerned organization. It is the common practice of the Universities, that students are required to attain the practical experience.

### 3 Purpose of Study:

There are three purposes of this study. Firstly the study was prepared as prerequisite, for the completion of degree program of Masters of Business Administration. Secondly, to understand and analyze procedure of the Shyam Bhatia & Co. The recommendations are for the areas of the Taxation department, to which special emphasis was paid, as to have an efficient Taxation department. Third purpose was to study how the Firm, Other services to meet the needs of its client.



## CONCLUSION

At last, I want to conclude by saying that Shyam Bhatia & Co. has played a very vital role in his field by providing attractive services and package to the customers. I have done my internship in Shyam Bhatia & Co. for period of four months and his period is quiet a small period of time yet I have learnt a lot. Here I apply my knowledge and get a technical practice of my knowledge. Now I know about the environment of organization and how to communicate with, colleague and boss. I learn that how to use technical knowledge in an organization. My communication skills are improved. My decision making power is improved. Now I have a power to decide about the future. Shyam Bhatia & Co. is a customer oriented and as well as employee oriented company so it provides a very friendly environment for the employee. Any internee like me has a good chance of learning new things, techniques and increases his confidence.

Now I have the advanced knowledge and analytical, problem solving skills needed to be a truly effective part of today's business environment now I can prepare the document of the organization can maintain cost auditing record, compiling cost information, taxation involve dealing with direct taxes, like income tax wealth tax, assessment of taxes, filing returns and providing advice an indirect taxes. Investigation includes expert examination of specificaspe cts of businesses for the information of interested parties on new issues of share capital, the purchase, sale or financing of a business and for reconstruction. The various area of consulting include management, accounting and internal auditing etc. in concluding all this I can say that Shyam Bhatia & Co. add a great value in my professional life.



**INDORE INSTITUTE OF MANAGEMENT AND  
RESEARCH**



**Batch 2021- 2023  
Internship Report**

**On**

**“Extra Marks”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)**

**DAVV, Indore**

**Faculty Guide  
Dr. Pooja Shrivastava**

**Student Name  
Ananya Singh**



## DECLARATION

I hereby declare that the Project Work entitled “ **Internship Report on Extra marks**”, has been carried out by me under the guidance of (Dr. Pooja Shrivastava), at Indore Institute of Management and Research, Indore. The internship/project work is original and has not violated any of plagiarism norms.

I also declare that this Project has not been submitted to any University/ Institute for the award of any Degree/Diploma.

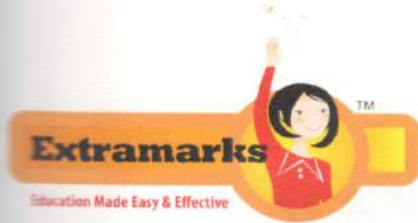
Place: Indore

Date: 17-12-22

(Name of the Student)

Ananya Singh





Extramarks Education India Private Limited

Plot No. 1, Durga City Centre, Piliikothi,  
Haldwani, Uttarakhand, India.

*TO WHOMSOEVER IT MAY CONCERN*

This is to certify that **ANANYA SINGH** from **Indore Institute Of Research and Management** has successfully completed Internship/Influencers program with us at **Extramarks Education India Private Limited**.

From 22 September 2022– 22 November 2022 and worked on the **Business Development**.

**Ananya Singh** has gained the understanding of Sales, Marketing and Business Communication through formal channel and interaction with various people within the organisation.

During the period of the training, we found **Ananya Singh** to be sincere, hardworking and keen learner.

**Extramarks Education India Private Limited** wishes him/her good luck for all him/her future endeavours.

Sincerely,

*Arun Singh*

SR Manager/ Center head



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## CONCLUSION

The study has been designed to investigate the effect of advertising on the purchase behavior of consumers. The study has been conducted in a large number of cities and the results are as follows:

However, advertising is not the only factor which affects the purchase behavior of consumers.

The results of the study are as follows:

The study has also revealed that advertising is a significant factor in the purchase behavior of consumers. The study has also revealed that advertising is a significant factor in the purchase behavior of consumers.

The study further revealed that advertising is a significant factor in the purchase behavior of consumers. The study has also revealed that advertising is a significant factor in the purchase behavior of consumers.

## CHAPTER .7

# Conclusion



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

## **Internship Report**

**On**

**“Human Resource Internship”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

**Faculty Guide**

**Dr. Rakshita Puranik**

**Student Name**

**Khushboo Patankar**





## OFFER LETTER OF INTERNSHIP



### BAVCH EduTech OFFER LETTER

We are delighted and excited to welcome KHUSHBOO PATANKAR at BAVCH EduTech as a Human Resource Intern. We believe that our biggest strength is our team and we take pride in hiring only the best and the brightest. Your work will be commencing from 01/11/2022. We expect high standards of performance based on Honesty, Reliance and Proficiency.

#### Terms and conditions

- 1) The mode and module of internship will be completely online via google meet, telephonic mode, e-mail or WhatsApp.
- 2) The duration of the internship is 30 days.
- 3) Tasks and assignments must be accomplished within the time limit.
- 4) The intern must inform at least 1 day before taking a leave. If absent for 3 days without prior intimation will lead to termination of the intern from the internship program and the program ceases for him /her.
- 5) It will be a non-paid internship with incentive orientation based on your performance.
- 6) Certificate of internship and certificate of appreciation (based on the performance assessment) will be issued at the end of the internship.
- 7) Every intern is required to report to their superior in case of any complaints or grievances.
- 8) All the rights and decision will be sole discretion of BAVCH EduTech.

Regards,  
Praveen,  
FOUNDER,  
BAVCH EduTech.

CONTACT US  
bavchedutech@gmail.com



## CERTIFICATE OF COMPLETION.....



**BAVCH EduTech**

SHOW THAT RIGHT CAREER PATH

# CERTIFICATE OF COMPLETION

This is to certify that Khushboo Patankar has successfully completed the internship as (Domain - Human Resource) at BAVCH EduTech. The duration of this internship was from 1/11/2022 to 1/12/2022.

During this period, we found her punctual and a hardworking person. She performed well in all the tasks given to her.

**PRAVEEN**  
Founder  
BAVCH EduTech

Office Address : Paramakudi, Tamilnadu  
Contact : bavchedutech@gmail.com



# CERTIFICATE OF UNIVERSAL TRIBES COMPANY



## CERTIFICATE OF PARTICIPATION

**AARAMBH 6SERIES  
HR INTERNSHIP**

THIS CERTIFICATE IS AWARDED TO

**KHUSHBOO PATANKAR**

For Successful participation of this HR INTERNSHIP at Universal Tribes.  
The internship was conducted from 30th MARCH 2022 to 14th MAY 2022.

CERTIFICATE ID : UTARCGMMHRP002

**15-05-2022**

**AWARDED ON**



A handwritten signature in black ink, appearing to read "Rajat Raghatwan".

**RAJAT RAGHATWAN  
FOUNDER & CEO**



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## Executive Summary

During my internship I gained practical knowledge on how the human resource division of an organization operates and coordinates its activities to ensure smooth functioning of the organization at all levels by ensuring right numbers of people are available at the right time to do the right job. Not only that I have also gained insight into the working culture of the organization and observed how BAVECH EduTech & Universal Tribes handles its employees with value and empowerment to ensure they are motivated to give their best to the organization.

The report starts with an organization profile of BAVECH EduTech & Universal Tribes giving its background, mission, vision, its products and services, the hierarchy and organogram of the organization. The next section is the comprises the project, Human Resource Management in BAVECH EduTech & Universal Tribes . The project encompasses introduction to the topic, recruitment, selection, training and development. Each chapter contains detailed discussion of the HR functions followed by Organization Practice at BAVECH EduTech & Universal Tribes which basically conveys how things are done in the HR Department. The next part of the project carries out SWOT Analysis that touches upon strengths, weakness, opportunities and threats to the organization followed by findings and recommendation on critical factors regarding Human Resource Management of BAVECH EduTech & Universal Tribes . Finally there is the conclusion followed by references.



## CONCLUSION.....

Overall, internship is a really good program and recommended to my fellow friends. It helps to enhance and develop my skills, abilities, and knowledge. It was a good experience and memories as not only I have gained experience, but also new friends and knowledge, Universal tribes and BAVECH EduTech also a good place to do the internship since it provide numerous benefits and advantages to the practical trainees. They provide us work from home. The treatment by the company was just, equitable and professional. I've learned from different units and people. I am grateful and thankful to my supervisor, Gulzar Ma'am and the department of In-Business Control for the experiences and tutoring. They also help me to handle some of my weaknesses and provided guidance to me whenever I am in need. I think the 45 days & 30 days duration for the internship was not enough for me to learn more in details about the jobs. I wish the internship program will be make as a core subject and I am encouraging for the students to grab the opportunity to do internship as it will help us to identify your strength, abilities, weaknesses and more.





**Batch2021- 2023**

**Internship Report**

**On**

**“ACCOUNTS & FINANCE ”**

**AT**

**“ATBS INDIA ”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (FINANCE and Marketing)  
DAVV, Indore**

**Faculty Guide:-  
DR. RAKSHITAPURANIK**

**Student Name:-  
HIMANSHU NAGAR**





## INTERNSHIP CERTIFICATE



**ATBS INDIA**

TRANSPORTATION OF FLY ASH & CEMENT IN BULKERS AND  
ALL TYPES OF CIVIL CONSTRUCTION WORKS

### Internship Certificate

Date: 01/12/2022

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **HIMANSHU NAGAR** has done his internship in **FINANCE** at ATBS INDIA, INDORE, from 01/11/2022 to 30/11/2022.

He has worked WITH THE ACCOUNT DEAPRTMENT.

During his internship he has demonstrated his skills with self-motivation to learn new skills. His performance exceeded our expectations and he was able to complete the project on time.

We wish him all the best for his upcoming career.

ATBS INDIA  
SONALDISEN  
HUMAN RESOURCE MANAGER

H.O. 2/2/2, Gram-Umariya, N.H.-3, In Front of Jirati ITI College Pithampur Highway  
A.B. Road, Indore-453331 (M.P.) Ph. : 8109006806, 8888886882, 8818826888  
E-mail : atbs.india@yahoo.in, www.atbsindia.com



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**INTRODUCTION OF THE COMPANY**

**ABOUT THE COMPANY**

**AUTOMOTIVE TESTING & BENCHMARKING  
SERVICES**

**[A T B S]**

ATBS India started its journey in the year 1998 & provides Automotive Homologation, Benchmarking, and teardown facilities to a large number of client base.

ATBS India, being an established company is now heading towards projects especially related to All types of Electric Vehicles in Europe (Germany and Poland).



- **Vision**

We as an organization wants to provide a one-stop solution for all activities related to R&D and testing for all Automotive, Tractor, Construction Equipment, Tires & Component manufacturers with almost transparency and confidentiality creating a high-value organization.

- **Mission**

Our mission is to continuously improve the quality of our services in the field of benchmarking and testing. Creating valued organization.



## CONCLUSION

ATBS INDIA PVT. LTD COMPANY is overall one of the profit making and reputed company. The company since 1998 its very first day is devoted to providing quality services. The detailed and through review of work. and clients' trust shows the perfection with which it is working.



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

## **Internship Report**

**On**

**“PERFORMANCE APPRAISAL IN HR DEPARTMENT”**

**KAKAJI AUTO & AGRO PRIVATE LIMITED**

**PITHAMPUR**

**Student Name**  
**Muskan Manik**  
**(HR and Marketing)**

**Faculty Guide**  
**Dr. Rakshita Puranik**

**Internal Examiner**

**External Examiner**



# **KAKAJI AUTO AND AGRO PRIVATE LIMITED**

**CIN NO-U34300MP2012PTC029787**

## **INTERNSHIP CERTIFICATE**

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that miss. **MUSKAN MANIK** has completed her internship in the **HUMAN RESOURCE DEPARTMENT** at **KAKAJI AUTO AND AGRO PRIVATE LIMITED, INDORE**, from **01/10/2022** to **28/11/2022**.

During her internship, she demonstrated her self-motivation skills to learn new skills.

Her performance exceeded our expectations and she was able to complete the work on time.

We wish her all the best for her future career.

KAKAJI AUTO AND AGRO PVT. LTD.

RAGHAVENDRA SINGH TOMAR

HUMAN RESOURCE MANAGER



PLOT NO. -378 SECTOR - III INDUSTRIAL AREA PITHAMPUR

8517061724, 7566635035,

sales@kaaapl.com

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## Performance Appraisal

Performance Appraisal is the systematic evaluation of the performance of employees and to understand the abilities of a person for further growth and development. Performance appraisal is generally done in systematic ways which are as follows:

The supervisors measure the pay of employees and compare it with targets and plans.

The supervisor analyses the factors behind work performances of employees.

The employers are in position to guide the employees for a better performance

### Objectives of Performance Appraisal

1. Performance Appraisal can be done with following objectives in mind:
2. To maintain records in order to determine compensation packages, wage structure, salaries raise, etc.
3. To identify the strengths and weaknesses of employees to place right men on right job.
4. To maintain and assess the potential in a person for growth and development.
5. To provide feedback to employees regarding their performance and related status.
6. To review and retain the promotional and other training programmers.



## CONCLUSION

It can honestly say that my time spent interning with KAKAJI AUTO & AGRO PRIVATE LIMITED resulted in one of the best summer Internship of my life. Not only did I gain practical skills but I also had the opportunity to meet many fantastic people. The atmosphere at the office was always welcoming which made me feel right at home.

All the staffs were fantastic the work culture of the organization was awesome they all treat me as a part of their company not as a short time intern

Which really feel me more happy or comfortable.

Overall, my internship in commercial syn bags ltd has been a successful. I was able to gain practical skills, work in a fantastic environment, and make connections that will last a lifetime.

THANKYOU



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



Batch 2021 - 2023

## Internship Report

On

“Pinnacle company (Account department)”

Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore

A handwritten signature in blue ink, appearing to be 'M' followed by a flourish.

Faculty Guide

Dr. Rakshita Puranik

A handwritten signature in blue ink, appearing to be 'Netra Bahadur Rana'.

Student Name

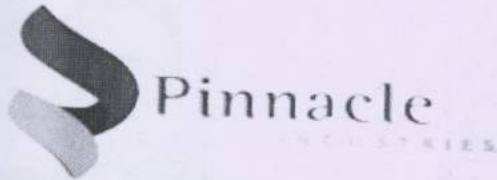
Netra Bahadur Rana



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The journey began in 1996, in the industrial city of Pithampur, located in the heartland of India in Madhya Pradesh. We embarked on our entrepreneurial journey with a mission to design and develop top-of-the-line seating and interior products for commercial vehicles in India.

With a sizeable engineering and development team, they have emerged as India's largest integrated commercial vehicle seating and interiors company; offering end-to-end solutions for Indian and international commercial vehicle OEMs across ICE and EV spaces.

With a diversified group of companies, we are expanding our business through strategic partnerships to offer a wide range of products and services across industries. We are India's leading automotive interiors, seating systems, EV components, railway seating and speciality vehicles company.

## **FINANCIAL REPORT OF PINNACLE INDUSTRIES LTD**

Here is a summary of financial information of PINNACLE INDUSTRIES LIMITED for the financial year ending on 31 March, 2022.

- Revenue / turnover of PINNACLE INDUSTRIES LIMITED is INR 100 cr - 500 cr
- Net worth of the company has increased by 7.87 %
- EBITDA of the company has increased by 26.93 %
- Total assets of the company has increased by 9.97 %
- Liabilities of the company has increased by 11.68 %



### Pinnacle company (Account department)

- I have Knowledge how to use SAP software for Account operations of maintaining stock cards, supplier reconciliation among others.
- I have gained knowledge on how Accounts operations are carried out in a profitmaking company. Additionally I have gained immense knowledge on the acceptable code of conduct and dressing code in an office environment in order to be presentable and not to offend any colleagues.
- I have gained knowledge on how bid evaluation is managed and executed in a profitmaking company where the focus is on reducing bureaucracy while leveraging benefit to the company.

### **Skills**

I learnt the following skills during.

- Computer skills on Microsoft packages of excel, word, in internet skills the operations of the different applications within SAP and in addition how to operate other office equipment like photocopying machines among others.
- Relationship-wise, I have gained interpersonal skills that have enhance the completion of my practicum.
- In all the tasks I performed upon completion I had to report on the final out put hence availing me with the platform of developing my reporting skills.
- During the course of the exercise, I was able to take accurately ethical decisions.

### **CONCLUSION**

All in all the internship practicum I conducted at Pinnacle industries company valid me with the tools, people, processers with which I was able to practically understand the link between what I learned in school within the scope of Accounting and Finance specifically in the areas of Accounting, procedural manuals, stock control policies relating to inspection verification, Bank reconciliation, Drawing accountability, stock taking and record keeping particularly



### Pinnacle company (Account department)

maintenance of the Payment vouchers, purchase bills and above all maintenance of ethical code of conduct while executing the different task and while with emphasis on how to relate with other employees in an organization.

- The internship program is a great experience for me with an organisation. There are many departments in the organisation which work together to achieve the organisation objective.
- It gave me a better understanding about the process of the accountant department.
- During the season they gave me a project on ration analysis where i have to analysis the position of that organisation and it would submit to the organisation.
- At the end I thank to manager who guide me during the season.

### RECOMMENDATIONS

- Constant communication to suppliers for reconciliation of statements of accounts.
- Delay of invoices in the system should be overcome by regular updating of the system.
- Pinnacle Industries to acquire a stand by generator even for the company to produce enough power in order to solve the problem of power cuts.



### REFERENCES

- Frank Wood (1996) Business Accounting 1,7<sup>th</sup> edition, Pitman Publishing Company  
Omunuku (1999) Fundamental Accounting for Business Practical Emphasis Kakuru Julius  
(2005) Finance Decisions and the Business Publishing Group, Pinnacle Industries.

# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

**Internship Report**

**On**

**“Credit Growth Analysis”**

Student Name  
**Sonam Joshi**

Faculty Guide  
**DR.RAKSHITA PURANIK**

Internal Examiner

External Examiner

Date:





**ACKNOWLEDGEMENT**

No./ 1075 /2022

Credit Department, HO

Date: 09.12.2022

**CERTIFICATE**

This is to certify that Ms. Sonam Joshi, Student of Indore Institute of Management and Research, Indore has completed the project on Credit Growth Analysis at Indore Branch of CSB Bank Ltd under the supervision of Credit Department, Head Office for 45 days from 05.10.2022 to 18.11.2022. The project assigned to her has been executed satisfactorily and the student has submitted one copy of project report for reference.

For CSB Bank Limited

  
DEEPA R  
Asst. General Manager (Credit)

Deepa R  
Asst. General Manager (Credit)  
CSB Bank Ltd, Head Office  
Thrissur.



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# Introduction

## Purpose of the Report

This is in furtherance to my internship project- Credit growth Analysis for the past 5 years, which is analysing the priority sector advances , Housing loans, agricultural advances, gold loans, real estate Loans etc. for the past 5 years.

To be specific, This is a report on segmental growth trends, trends in business, further Considering the pandemic situations.

## Significance of analysis

Episodes of rapid growth in bank credit to the Private Sector are rather frequent events. In the business cycle context, financial accelerator mechanisms Can explain such episodes relatively well. Favourable investment opportunities and vigorous economic activity push asset prices up, which in turn increase the credit worthiness of borrowers and let them borrow more against higher values of collateral. Hence credit is pro-cyclical and grows in tandem with income.

While increased credit availability often spurs economic growth helping Savings to be channelled into investment, rapid credit growth also raises Concerns about prudential risks. Prudential risks, defined as threats to financial stability stemming from the financial position of banks can emerge both at the micro and macro levels. At the micro level, fast expansion of to micro fast loan portfolios may lead capacity constraints starting to bind and new loans being originated without adequate screening and risk – management at macro level, expansion may involve strategic competition concerns whereby banks take on more risks for financial institutions becomes more interconnected and the system, as a whole, becomes riskier. Or it May involve reliance on the same classes and Marginal loans. Hence Rapid credit growth episodes can decrease loan quality, increase systematic risk and deteriorate bank soundness.

## Overview of internship

Mba is a stepping stone to the management career and so developed good manager, it is necessary that the theoretical must be supplemented with exposure to the real environment. Theoretical knowledge just provides the base and it's not sufficient to produce a good manager that's why practical knowledge is needed.

In accordance with the requirement of mba course I had the internship project in credit department of csb bank on the topic "**Credit Growth Analysis**".

The banking environment, specifically the department has undergone major changes in recent years. Pandemic situation also affected the business in a negative sense. Post covid, pandemic has imposed significant new demands on retail bank.

This study helped me a lot in understanding the work at credit department and the business at CSB bank. The report gives overview of the credit department products offered by CSB bank, rate of return from the specific department and its anticipated growth.



**INDORE INSTITUTE OF MANAGEMENT AND  
RESEARCH**



**Batch 2021 - 2023**

**Internship Report**

**On**

**“Production Operation Practices at Mahindra  
Logistics”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

A handwritten signature in blue ink, appearing to be 'Sapna Adwani', written over a horizontal line.

**Faculty Guide  
Dr. Sapna Adwani**



**Student Name**  
**Pulkit Date** A handwritten signature in blue ink, appearing to be 'Pulkit', written over a horizontal line.

## ACKNOWLEDGEMENT

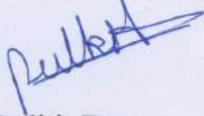
The most awaited moment of successful completion of endeavor is always a result of persons involved explicitly or implicitly their in. It is impossible without the help and guidance of the people around to carry on this research work. I take the opportunity to express my sincere gratitude to each person who gave me the guidance and help for preparing the report.

I take this opportunity to thanks **Dr. Rishi Dubey**, Indore Institute of Management and Research for providing me an opportunity to work for this internship research.

I am also desirous of placing on record profound indebtedness to **Dr. Sapna Adwani** and all the members of faculty of Indore Institute of Management and Research, Indore, for the valuable advice, guidance, precious time and support that they offered.

I would also like to thank **Mr. Abhijeet Kulkarni** Sir for giving his precious time and relevant information for successful completion of this project.

My strength and inspiration are the blessings of my parents and my friends. I owe all my success and achievements to them.

  
Pulkit Date



The Internship report must contain the following:

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## Introduction About Mahindra Logistics

Mahindra Logistics Limited is a leading integrated logistics & mobility solutions provider with over a decade of experience. We have a strong presence across the country. We offer Supply Chain solutions to diverse industry verticals such as Automotive, Engineering, Consumer Goods, Pharmaceuticals, Telecom, Commodities, and E-commerce and offer integrated employee transportation solutions to enterprise across IT, manufacturing, Banking, Financial Services and Insurance, and Consulting Businesses.

We have an asset-light business model with a focus on technology and emphasis on customer centricity. We create customized, technology-enabled logistics solutions that offer flexibility and scalability.

## Purpose of Mahindra Logistics

Accelerating Commerce, Empowering Communities to Rise

Logistics is an invisible thread that binds every element of a business. And we aim at bringing different stakeholders together to form a seamless flow of activity and thus make life easy. With every parcel we move, and in each trip, we make, each of us strives to make a difference.

We accelerate the wheel of economy. And we transform the lives we touch. Be it our business partners, drivers, their families or communities at large, we spread smiles with every mile. This in turn brings prosperity for everyone.

**Mahindra**  
LOGISTICS





## Conclusion

This internship gave me a lot of experience and insight in the working class. This internship has been an excellent and rewarding experience. I have been able to meet and network with so many people that I am sure it will help me with opportunities in the future.



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

**Internship Report**

**On**

**“Dave Masale”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

A handwritten signature in blue ink, appearing to read 'Sapna', with a long horizontal stroke extending to the right.

**Faculty Guide**

**Mrs. Sapna Nagotra**

**Student Name**

**Ayushi Giramkar**

A handwritten signature in blue ink, appearing to read 'Ayushi Giramkar', with a stylized flourish at the end.



दवे का दिव्य

प्रीमियम मसाले

**Dave Masala Pvt. Ltd**

(Formerly Known as DM Woollen And Foods Pvt. Ltd.)

51, Laxmibai Nagar, Industrial Estate,  
Kila Maidan, Indore - 452006 (M.P)

(0)731-2423 444 / 2424 580 sales@davemasala.com

www.davemasala.com

**GSTIN No.:** 23AAACD6054A1ZD **FSSAI LIC.:** 11419850000730 **CIN NO.:** U15400MP1982PTC001956  
**Jurisdiction:** Indore

## CERTIFICATE OF EXPERIENCE

*To whom it may concern:*

*This letter is to certify that Ms. Aayushi Giramkar from IIMR college, Indore, has successfully completed her internship with Dave Masala Pvt. Ltd. starting from 20 September 2022 till 30 November 2022.*


*Internship: - Preparing, regulating and authenticating financial transactions and interacting with companies stockiest.*

*She has shown great effort and dedication in carrying out all the assigned duties*

*We wish her luck and success in her future career opportunities.*

**For, Dave Masala Pvt. Ltd.**

वास्ते-दवे मसाला प्रा. लि.

  
प्रबंध संचालक / संचालक



**Terms and Conditions:**

- Goods Once Sold Will not be Taken back or Exchange.
- All disputes subject to Indore Jurisdiction Only.
- Interest @18% will be charged from the date of invoice if not paid on or before the due date.
- Our responsibility ceases once the goods leaves our premises.
- These are food ingredients, Keep it away from any type of odor and fragrance, and keep it in a safe place.

**Declarations:**

- We hereby certify that food/ foods mentioned in this Invoice is/ are warranted to be of the nature and quality which it/ these purports/ purport to be.
- Local goods for INDORE. Entry Tax not paid.

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## EXECUTIVE SUMMARY

During my Internship report I gained practical knowledge of Accounting for provides financial information to management by researching and analyzing accounting data; preparing reports. Prepares asset, liability, and capital account entries by compiling and analyzing account information. Documents financial transactions by entering account information. Summarizes current financial status by collecting information; preparing balance sheet, profit and loss statement, and other reports. Substantiates financial transactions by auditing documents.

Maintains accounting controls by preparing and recommending policies and procedures. Guides accounting clerical staff by coordinating activities and answering questions.

Reconciles financial discrepancies by collecting and analyzing account information.

Preparing, regulating and authenticating financial transactions and interacting with companies stockiest.

The report starts with an organization profile of Dave Masale pvt. ltd. giving its background, its products and services. The project encompasses introduction to the topic, research methodology along with objectives of the study. The next part of the project carries out data interpretation and analysis that touches upon the questionnaire conducted among the employees of Dave Masale followed by findings and recommendation on critical factors regarding Manufacturing unit of Dave Masale. Finally there is the conclusion followed by references.



## Conclusion

The spices making unit project report is designed for an individual enthusiastic about investing in this business and willing to generate extra earnings with his investment in this business. The complete set up requires a detailed project report and business plan that can tell the entrepreneur in detail about the market research and a lot more.

Our project report contains all the necessary details that you need to know before setting up your business. It will help you in assisting to write down the project report and applying for a bank loan.

Everyone are studying a lot of in the class room as well as lecture hall but that full fill when those class room and lecture hall studies going to be implemented. That is different experience and needed experience for everyone in the world.

According to the curriculum I had the great internship training in one of growing private company in Northern Province. Actually nowadays practical experience much needed than theoretical base studies. I spent around two month at the company for my internship training gave to me such opportunity to enhance my knowledge and skills with the practical business environment.



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



Batch 2021 – 2023

Internship Report

On

“SBL IN CREDIT DEPARTMENT IN AU SMALL FINANCE  
BANK”

Submitted in the partial fulfillment for the Requirements of the  
degree of MBA (CORE) DAVV, Indore

A handwritten signature in blue ink, appearing to read 'Sapna'.

Faculty Guide

Dr. Sapna Nagotra Ma'am

Student Name

Yukta Joshi

A handwritten signature in blue ink, appearing to read 'Yukta'.



## CERTIFICATE

This is to certify that YUKTA JOSHI the student of Indore Institute of Management and Research, Indore pursuing MBA, has completed Summer Internship Project Report titled SBL (MSME) IN CREDIT DEPARTMENT IN AU SMALL FINANCE BANK from 11/10/2022 to 26/11/2022 under my guidance and supervision. As per my knowledge the work carried out by her is original and genuine. I wish fu further success to her.

NAME OF HEAD OF DEPARTMENT

Dr. Vishal Geete Sir

NAME OF TRAINING HEAD

PCM KRIPANANDAN SIR



COMPANY SEAL





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## ABOUT BANKING INDUSTRY

About the Banking Industry in India Banking is a service industry that is the backbone of the economy. Its primary function is to deposit and lend. There are 12 public sector banks in India, 22 private sector banks, and 46 foreign banks. The Indian government owns at least 51% of the equity in public-sector financial institutions. Private shareholders own the majority of the equity in private sector banks. The private sector is primarily operated by private shareholders, and the government plays no specific role in its operations, whereas foreign banks are international banks with headquarters in various countries and branches in India. The Reserve Bank of India regulates the Indian banking system. The Reserve Bank of India was established on April 1, 1935, according to the provisions of the RBI Act (1934). It is recognized as the central bank or "banker to banks" that controls the Indian government's monetary and other banking policies. To better serve economic needs and national policy objectives, the government nationalized 14 major Indian Scheduled Commercial Banks with deposits exceeding Rs. 50 crores on July 19, 1969. Bank deposits increased at a CAGR of 13.93% between FY16 and FY20 (IBEF Report 2021). The RBI also stated that as of June 25, 2021, bank deposits stood at Rs. 152.98 trillion and bank credit stood at Rs. 108.41 trillion. A strong banking sector has always been an important factor in economic growth.



The banking system is significant because it has played an important role in increasing the economy and sustaining growth in the Indian economy (Sharma, Poonam, and Mathur, Neha (2020)). Some of the recent government's financial inclusion schemes are extremely beneficial to households and will result in rapid growth in the banking industry. Pradhan Mantri Jan Dhan Yojana,



## CONCLUSION

First of all, in AU Small Finance Bank I liked that the day begins with the **NATIONAL ANTHEM**. As I got the best experience and knowledge about how to manage the work life properly with proper co-ordination and team work .As I learnt so many things and want to thank the entire team members for guiding and encouraging me.

## REFERENCE

<https://www.aubank.in/blogs>

[https://en.wikipedia.org/wiki/AU\\_Small\\_Finance\\_Bank](https://en.wikipedia.org/wiki/AU_Small_Finance_Bank)

Mentor`s guidance



**INDORE INSTITUTE OF MANAGEMENT  
AND RESEARCH**



Batch 2021-2023

**Internship Report**

**On**

**“FINANCE Internship of Paterson securities  
Pvt. Ltd.”**

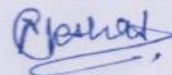
Submitted in the partial fulfillment for the Requirements of  
the degree of MBA (Finance and Marketing) DAVV, Indore

  
Faculty Guide:-

Dr. Sapna Adwani Nagotra

Student Name:-

Akshat Agarwal





# CERTIFICATE



## LIVE PROJECT COMPLETION CERTIFICATE

THIS CERTIFICATE IS AWARDED TO

**AKSHAT AGARWAL**

of Indore Institute Of Management and Research, who has successfully completed a live project in equity options. The duration of the live project was from 1st June to 31st August 2022 .

During the aforementioned tenure, he remained involved in his work with determination and sincerity. We found him hardworking and a dedicated participant with a performance attitude.

We wish him every success in his career

Date  
10th September 2022



Balachandran Venkataraman, CFA  
CFO

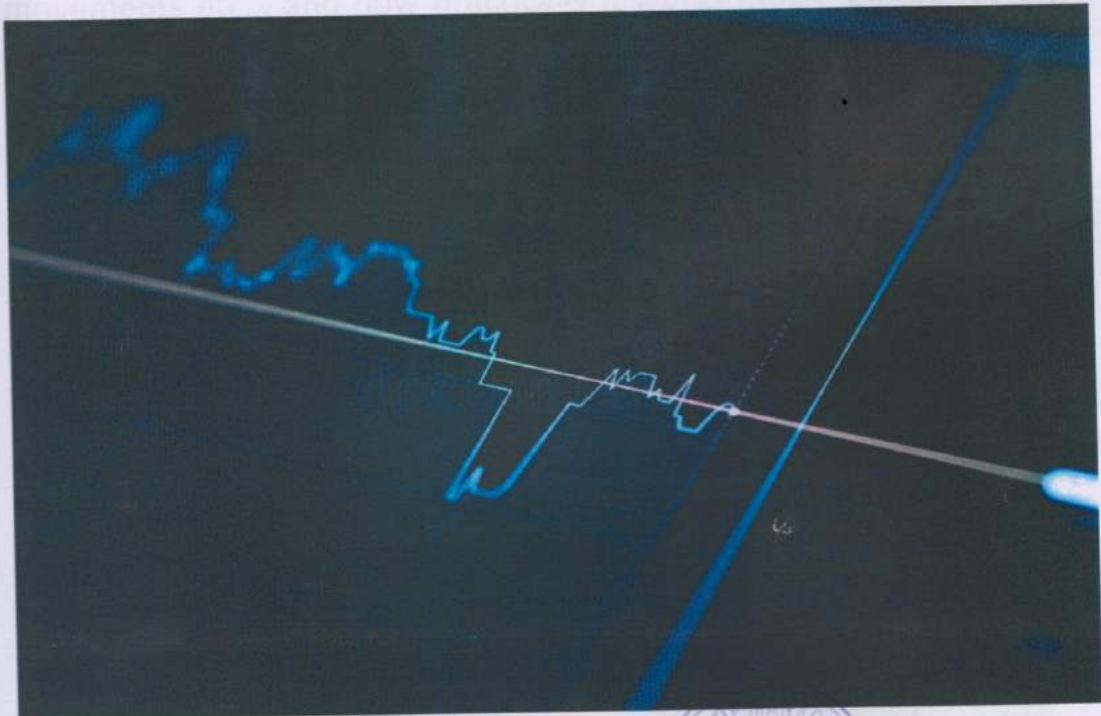


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## OBJECTIVE OF THE REPORT

- ❖ To understand the value of Equity Options Trading. To understand and analyze various Market Factors.
- ❖ To know the sources of equity options trading. To gain in depth knowledge about options trading and their strategies
- ❖ To gain ideas from the experienced people working in options trading.
- ❖ To understand the concept and to apply it as a future investment.



## CONCLUSION

PATERSON SECURITIES comes under the FINANCE industry especially in OPTIONS TRADING services. Which provides a basket of various skills development in investing for the future and by giving them opportunities to work on real time projects and motivating by providing them certificates from government of India as Well, which is beneficial for professional students to enter in priority list of candidates while hunting for a job or change in job field. These will provide confidence and experience to students and practically teaching the field factors that are omitted in books.





# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

**Internship Report**

**On**

**“Dave Masale”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

A handwritten signature in blue ink, appearing to read 'Sapna', is written over the printed name.

**Faculty Guide**

**Mrs. Sapna Nagotra**

**Student Name**

**Rashmi Gurjar**

A handwritten signature in blue ink, appearing to read 'Rashmi', is written over the printed name.



दवे का दिव्य

प्रीमियम मसाले

**Dave Masala Pvt. Ltd**

(Formerly Known as DM Woollen And Foods Pvt. Ltd.)

51, Laxmibai Nagar, Industrial Estate,  
Kila Maidan, Indore - 452006 (M.P.)

(0)731-2423 444 / 2424 580 sales@davemasala.com

www.davemasala.com

GSTIN No.: 23AAACD6054A1ZD FSSAI LIC.: 11419850000730 CIN NO.: U15400MP1982PTC001956

Jurisdiction: Indore

## CERTIFICATE OF EXPERIENCE

*To whom it may concern:*

*This letter is to certify that Ms. Rashmi Gurjar from IIMR college, Indore, has successfully completed her internship with Dave Masala Pvt. Ltd. starting from 1 October 2022 till 30 November 2022.*

*Internship: - Streamline customer account related operations for On-time and accurate invoicing and order punching.*

*She has always been a good team player with good communication and problem solving skills.*

*We wish her luck and success in her future career opportunities.*

**For, Dave Masala Pvt. Ltd.**

वास्ते-दवे मसाला प्रा. लि.

*Rashmi*  
संयोजक/संचालक



**Terms and Conditions:**

- Goods Once Sold Will not be Taken back or Exchange.
- All disputes subject to Indore Jurisdiction Only.
- Interest @18% will be charged from the date of invoice if not paid on or before the due date.
- Our responsibility ceases once the goods leaves our premises.
- These are food ingredients, Keep it away from any type of odor and fragrance, and keep it in a safe place.

**Declarations:**

- We hereby certify that food/ foods mentioned in this invoice is/ are warranted to be of the nature and quality which it/ these purports/ purport to be.
- Local goods for INDORE. Entry Tax not paid.

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## EXECUTIVE SUMMARY

During my Internship report I gained practical knowledge of Accounting for provides financial information to management by researching and analyzing accounting data; preparing reports. Prepares asset, liability, and capital account entries by compiling and analyzing account information. Documents financial transactions by entering account information. Summarizes current financial status by collecting information; preparing balance sheet, profit and loss statement, and other reports. Substantiates financial transactions by auditing documents.

Maintains accounting controls by preparing and recommending policies and procedures. Guides accounting clerical staff by coordinating activities and answering questions.

Reconciles financial discrepancies by collecting and analyzing account information.

Preparing, regulating and authenticating financial transactions and interacting with companies stockiest.

The report starts with an organization profile of Dave Masale pvt. ltd. giving its background, its products and services. The project encompasses introduction to the topic, research methodology along with objectives of the study. The next part of the project carries out data interpretation and analysis that touches upon the questionnaire conducted among the employees of Dave Masale followed by findings and recommendation on critical factors regarding Manufacturing unit of Dave Masale.

Finally there is the conclusion followed by references.



## Conclusion

The spices making unit project report is designed for an individual enthusiastic about investing in this business and willing to generate extra earnings with his investment in this business. The complete set up requires a detailed project report and business plan that can tell the entrepreneur in detail about the market research and a lot more.

Our project report contains all the necessary details that you need to know before setting up your business. It will help you in assisting to write down the project report and applying for a bank loan.

Everyone are studying a lot of in the class room as well as lecture hall but that full fill when those class room and lecture hall studies going to be implemented. That is different experience and needed experience for everyone in the world.

According to the curriculum I had the great internship training in one of growing private company in Northern Province. Actually nowadays practical experience much needed than theoretical base studies. I spent around two month at the company for my internship training gave to me such opportunity to enhance my knowledge and skills with the practical business environment.



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



**Batch 2021 - 2023**

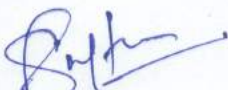
## **Internship Report**

**On**

**“EDP(Electronic Data Processing) Assistant”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)**

**DAVV, Indore**

  
**Faculty Guide**

**Mrs. Sapna Nagotra**

**Student Name**

**Sheetal Bairagi**





# CERTIFICATE OF EXPERIENCE



**SIMRAN  
FARMS LIMITED**

F-11, Vasant Vihar, Connaught Place, New Delhi  
Kharakda, Sector 16, Gurgaon - 122001 (Haryana)  
Phone : 01231-4252930 Fax : 01231-4252930  
E-mail : [simran@simranfarms.com](mailto:simran@simranfarms.com)  
CIN : L01222MH1994PLC032027

## CERTIFICATE OF EXPERIENCE

### TO WHOM IT MAY CONCERN

This Letter is to certify that Miss. Sheetal Bairagi worked with us as a EDP Assistant,

Starting From 1 September 2022 till 28 November 2022.

During her time at SIMRAN FARMS LIMITED. She has shown great effort and dedication in carrying out all the assigned duties one of the daily responsibilities which included preparing daily cash book report monitor regular system back-ups, and interacting with companies stockiest and maintain the mainframe computer system. She has always been a good team player with good communication and problem solving skills.

we wish her luck and success in her future career opportunities.

For, Simran Farms Ltd.

Shailendra Tiwari

Manager IT



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## SUMMARY

During my internship as an EDP Assistant I gained practical knowledge on how to gather data using electronic devices such as computer server's or designed software. Not only that I have also gained insight into the working culture of the organization and observed how Simran farm's Ltd handles its debtors and stockiest. During my internship I have also learned to prepare daily cash book reports, data management, uploading financial transactions into internal databases and had corrected financial transaction of various clients in the mainframe. The role also typically includes monitoring regular system back-ups and performing routine troubleshooting.

### Some Major Responsibilities:

- > Check and ensure daily outlet sales data imported to ERP system accurately and in a timely manner.
- > Correct Financial transactions entered by clients
- > Update and delete and submit new clients to the mainframe.
- > Manage record of debtors.
- > Generate POS invoices, verify discount, selling
- > Maintaining daily and weekly cashbook reports for all branches located in Chattisgarh, Gujrat, Maharashtra, Indore and some others.
- > Maintaining records and filing systems.
- > Assisting with accounts receivables, accounts payables, and payroll processing.
- > Answering telephones and handling routing correspondence with clients.
- > Perform basic accounting work like "General Entries
- > Performing other duties as required.



## CONCLUSION

Data in its raw form is not useful to any organization. Data processing is the method of collecting raw data and translating it into usable information. It is usually performed in a step-by-step process by a team of data scientists and data engineers in an organization. The raw data is collected, filtered, sorted, processed, analyzed, stored, and then presented in a readable format.

Data processing is essential for organizations to create better business strategies and increase their competitive edge. By converting the data into readable formats like graphs, charts, and documents, employees throughout the organization can understand and use the data.

I can hereby conclude with this great experience working with Simran Farms Limited that Data is a new fuel for businesses, Every business should have proper system followed by a team that handles, manages, analyze and grab new opportunities as per the market conditions. It helps in taking new actions and helps correcting the mistake done in the past.

Every great business works on SOP's to track performance of each employee and to constantly achieve better results.

This internship helped me understand importance of having a practical knowledge and application of theoretical knowledge and helped me in gaining great confidence. I understood how every department work towards a similar goal in order to grow business.

Poultry farming is the easiest establishing and profitable business worldwide. If we think of the protein source which is much need for the human body, poultry farming is the continent and most-effective source of protein since the ancient period.



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

## **Internship Report**

**On**

**“Equity Research at Paterson Securities Pvt. Ltd.”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

**Faculty Guide**

**Dr. Shijji Shukla**

**Student Name**

**Archana Kapoor**



# CERTIFICATE OF ORGANIZATION

## ACKNOWLEDGMENT



### INTERNSHIP COMPLETION CERTIFICATE

THIS CERTIFICATE IS AWARDED TO

Archana Kapoor

of Indore Institute of Management and Research, who has successfully completed the Internship program in Equity Research. The duration of the internship was from Oct 21st to Dec 4th 2022. During the aforementioned tenure, she remained involved in her work with determination and sincerity. We found her, hardworking and a performance attitude. We wish her every success in her career.

Date  
4th Dec, 2022



Balachandran Venkataraman, CFA  
CFO



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## **TITLE, DURATION AND OBJECTIVE**

The project title 'EQUITY RESEARCH' was a study conducted during my 45 days internship with PATERSON SECURITIES PRIVATE LIMITED. The main purpose of equity research is to offer investors thorough financial analysis and advice on whether to buy, hold, or sell a certain investment. In an equity research report, an analyst outlines their recommendation, target price, investment thesis, valuation, and risks. It also includes precise information about product, financials, management, and market, future plans of the company, growth estimates and the risk factors of the company.

Equity research project starts with a stock report of a company where we are able to identify its key highlights, risk factors associated with the company, key financials, and date of record, CMP, target price, shareholding patterns, ratios and technical analysis. The second project deals with the factors affecting the stock market where we have shown how the fundamental factors like economy, industry and company and other factors like federal reserve, corporate earnings, geopolitical and macro factors impacted the stock market. Stock prices of the company may rise or fall due to different factors. Ideally, the investor should have a solid allocation strategy in place after a thorough understanding of the above factors. It will ensure that the investor makes the right investment decision and generate magnificent returns in the long-run. The third project shows the valuation perspective of new age startups where we compare the valuation performance of two companies (New Startup Vs Mature Company) and also shows whether their stocks are overvalued or undervalued, rise or fall in the coming years through different financials data. The fourth project shows the risk and return of various asset classes over the last 30-40 years where we are calculating the return and standard deviation of various asset prices like Gold, silver, nifty, FD interest rate, Government Bonds etc. also shows their performance of their returns through sharp ratio and CAGR. The research methodology used is that we have taken the prices of various securities like Gold, silver, nifty, US Dollar, FD interest rate and Government Bonds and calculated the average return, risk, CAGR and Sharp ratio. The conclusion is that due to different factors stock prices of the company may rise or fall and the investor should have a solid allocation strategy in



Moving averages are one of the most popular and easy to use tools available to the technical analyst. By using an average of prices, moving averages smooth a data series and make it easier to spot trends. This can be especially helpful in volatile markets. Moving Averages like other indicators are mainly used to confirm the trend reversal and take decision regarding Buying, Selling or Holding the stock. If current stock price is above Moving Average Line then it is good stock to buy or hold. Breakout in the Moving Average Line gives indication of buying or selling the stock.



The above chart of Sun Microsystems, Inc. shows 50 day SMA (Simple Moving Average) and 200 day SMA line. The chart shows breakout in 200 day SMA line at 50 which gives bearish signal. Investors are advised to sell the stock at 50 as it is entering the bearish zone.

Note: For long term investment horizon use 200 day SMA and for short or medium term investment horizon use 50 day SMA.

## CONCLUSION



Moving averages are one of the most popular and easy to use tools available to the technical analyst. By using an average of prices, moving averages smooth a data series and make it easier to spot trends. This can be especially helpful in volatile markets. Moving Averages like other indicators are mainly used to confirm the trend reversal and take decision regarding Buying, Selling or Holding the stock. If current stock price is above Moving Average Line then it is good stock to buy or hold. Breakout in the Moving Average Line gives indication of buying or selling the stock.



The above chart of Sun Microsystems, Inc. shows 50 day SMA (Simple Moving Average) and 200 day SMA line. The chart shows breakout in 200 day SMA line at 50 which gives bearish signal. Investors are advised to sell the stock at 50 as it is entering the bearish zone.

Note: For long term investment horizon use 200 day SMA and for short or medium term investment horizon use 50 day SMA.

IT TECHNOLOGY

## CONCLUSION





- We all have personal biases, and every analyst has some sort of bias. There is nothing wrong with this, and the research can still be of great value.
- Check the track record of an analyst before taking any decision based on his recommendation.
- Corporate statements and press releases offer good information, but they should be read with a healthy degree of skepticism to separate the facts from the spin.
- Investors should become skilled readers to weed out the important information and ignore the hype.
- Keep long term horizon for investment but book profits at the right times.
- Always keep diversified investment; do not invest all your money in the same sector or in the same company.

Fundamental approach is valid and can produce superior returns to investors who are committing funds in equity shares in Indian stock market on a long-term perspective. Investors should assess the relative performance of the economy, the state of the industry and the financial health of the companies before choosing a share as the medium for their financial investment. The linkage of the Indian stock market system with the external world, real economic activities in the country, capital intensity in the industry, earnings growth of individual firms, all are worth to consider for assessing the actual worth of a stock. Size effect is visible and investment in medium/small segments delivers better returns than the returns by large cap stocks. PE ratio could be effectively used as a tool for locating mispriced stocks in Indian stock market. Portfolio investment again helps the investors to blow up the returns and minimize the risks from their stock market investments. The results could be reinforced by assessing the performance of stocks from several international markets.

## BIBLIOGRAPHY



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

## **Internship Report**

**On**

**“Role of an HR in a company”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

**Faculty Guide**

**Dr. Shijji Shukla**

**Student Name**

**Dharmendra Singh Shekhawat  
Enroll. No.- DX2103529**



## CERTIFICATE

This is to certify that the Project Work entitled “**Role of an HR in a company**” has been accomplished by Dharmendra Singh Shekhawat under my guidance and supervision.

This project is being submitted by him as the partial fulfillment of requirements for the award of Master of Business Administration (MBA) from Indore Institute of Management and Research, Indore.

This work has not been submitted by him anywhere else for the award of any degree or diploma. All sources of information and help have been duly mentioned and acknowledged.

Prof (Dr.) Shijji Shukla



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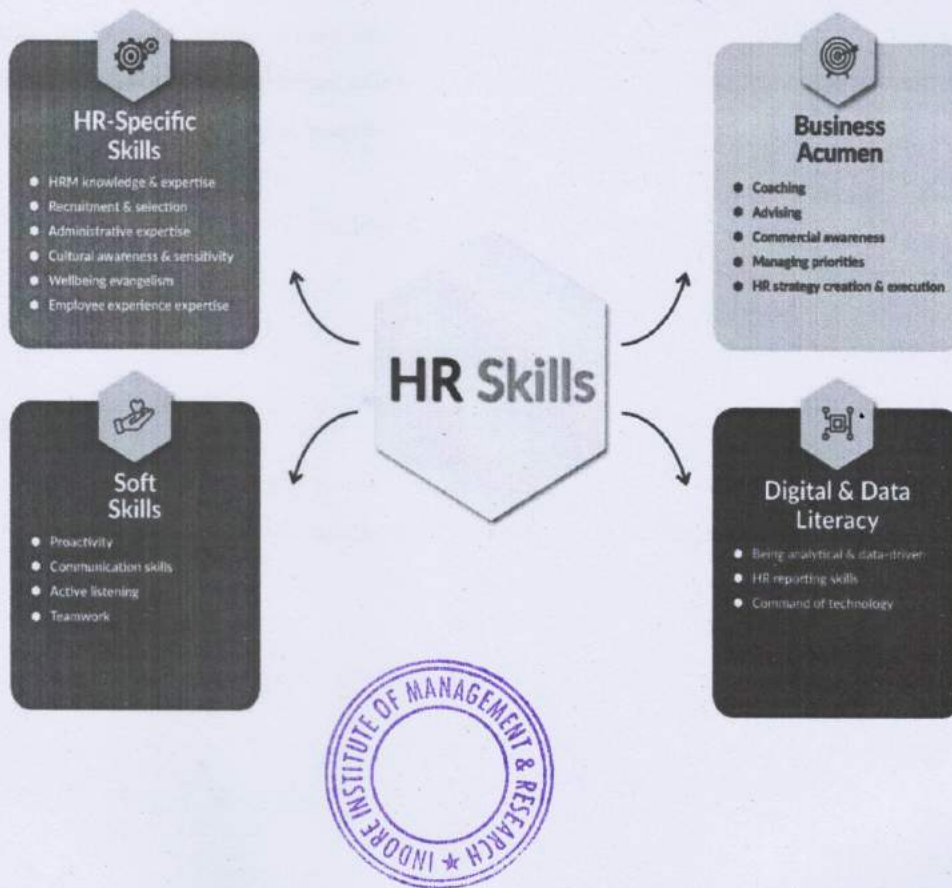
## Title, Objective and Time Duration of the Internship

### Title

Duties of HR in a company

### Objective

My objective of doing HR internship was to Acquire key skills to become a competent HR. Which included improving communication skills, know how to source candidates from different job portals, doing screening calls, writing offer letters, appointment letters etc.



## Conclusion

In the conclusion I would like to express my gratitude towards my manager Ms. Samiksha Jain at Infosense for helping me and assisting me in my learnings. I would also like to thank my project guide Prof. (Dr.) Shijji Shukla under whose guidance I could complete this project file.

During my internship period I learned key skills to become a proficient HR manager in future. My internship at Infosense gave me a chance to watch closely how the administrative work at any company is carried out, what are the duties of an HR and how important they are. During the internship I learned that an HR is the care taker of employees. So, an HR must be friendly so that anybody with their problems can approach HR. HR also holds the responsibility of employee's entertainment. HR has to plan fun activities at office regularly. So, I came to know that it is very important for an HR to have a fun loving and social personality. I also got to know how automation is helping in managing day-to-day HR activities.



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

## **Internship Report**

**On**

### **“Human Resource Management Of Vaishali Automobiles & Electricals”**

**Student Name**  
**Harshita Singh Parihar**

**Faculty Guide**  
**Dr. Shijji Shukla**

**Internal Examiner**

**External Examiner**

**Date:**



# VAISHALI AUTOMOBILES & ELECTRICALS

Dealer: International Tractors Limited



Maihar Road, Amarpatan, Distt.-SATNA(M.P.)

Pin Code-485775, Mob.-9424318636

Ref.No. ....

Date : .....

Date:30/11/2022

## TO WHOM IT MAY CONCERN

This is to certify that Miss. HARSHITA SINGH PARIHAR D/O- Mr. DIVAKAR SINGH PARIHAR a student of MBA (Major in HR ) **Indore Institute of Management & Research, INDORE** has successfully completed 02 (TWO) months (From 1st OCT, to 30th NOV,2022) long internship programme at our dealership. During the period of his internship programme with us she was found punctual, hardworking and inquisitive.

We wish her every success in life.

For. Vaishali Automobiles & Electricals

Authorised signatory





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## EXECUTIVE SUMMARY:

This report summarizes my internship program from 1 Oct 2022 to 30 Nov 2022 ongoing internship. The main purpose of this report is to review the human resources techniques & systems adopted by the organization. My internship report contains all the information about my work experience in Sonalika Group. As an Intern, I spent a good time learning. I learned to deal with different situations and have experiences of the organization's working environment which affects employees' performance and attitudes towards work and had a good time learning and performing duties as an HR Intern. Confidence, on-time decision-making, consistency, hard work, teamwork, creativity, and techniques are the key learnings of my internship and I would like to say that it will be one of my best skills that would remain with me and help me in the coming life.



## **Conclusion:**

One of the main HR related challenges within the VAISHALI AUTOMOBILE is due to the complexities of the automotive market itself which offers great profitability and success but challenges and failure are never far. The Chinese automotive market is the largest and one of the most diverse markets worldwide – as always, the greatest differences lie between rural and urban regions. The overall movement of qualified employees towards the developed coastal cities in Eastern China, means that HR Managers will generally experience major difficulties in attracting and retaining talented staff in those less developed and lower-tiered cities in Central and Western China – around 84% of young professionals work and live in either Shanghai or Beijing. Overall HR Duty is to keep the employees satisfied make sure that they get the performance bonus and also frequent hike in their salary keep them interested in working with the company which enables the employees to work more efficiently and meet their designated goals.



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

## **Internship Report**

**On**

**“ LOGISTICS AND SUPPLY CHAIN MANAGEMENT OF DELHIVERY PVT  
LTD”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

**Faculty Guide**

**Dr. Shiji Shukla**

**Student Name**

**Ayushi Chandil**



# OFFER LETTER

## DELHIVERY

Ref No: HROPS/IL/1202

Date : Oct 10,2022

Dear Ayushi Chandil,  
ITM University Gwalior


### Internship Letter

We are happy to confirm your request for Internship with Delhivery Pvt Ltd, subject to the following:

1. Your training will be for a period of 2 months ' starting 10-Oct-22.
2. You will be assigned to the Cosmos LMA department as Intern based in Gwalior\_Central\_D\_3 under the supervision of Rakesh Gahlot.
3. You will be provided with a stipend not exceeding INR 10000 per month, towards meeting your daily expenses, through your bank account, during the subsequent calendar month.
4. You are expected to abide by the company's guidelines on code of conduct and expected behaviour.
5. You shall, upon completion of your intemship, also return to the company, any assets, documents etc. in your possession.
6. You shall not use any proprietary information, gathered as part of the intemship with Delhivery Pvt Ltd, without prior written consent of the undersigned.
7. This Internship can be terminated by either party by providing a notice period of 7 days.
8. This internship does not guarantee any employment with Delhivery Pvt Ltd, or its associates.

We trust that you will find this a challenging and exciting opportunity to learn from the Delhivery team.  
Please return a signed copy of this letter to acknowledge your acceptance to the above.

Yours sincerely,

  
Suraju Dutta  
Managing Director

I, Ayushi Chandil hereby accept the  
above mentioned terms and conditions  
and further agree to abide by the  
rules and regulations of the Company.

Signature : .....  
Date : .....

Delhivery Private Limited  
Corporate Office: Plot 5, Sector 44, Gurgaon - 122 002, Haryana, India  
Registered Office: A-29 (Back part), Mohan Cooperative Estate, New Delhi - 110044  
Formerly known as SSN Logistics Private Limited

+91 124 6225600  
corporate@delhivery.com  
www.delhivery.com  
CIN U63090DL2011PTC221254



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## EXECUTIVE SUMMARY

The internship is an integral part of the Logistic Industry. The organization that choose for my internship project is Delhivery Pvt. Ltd.,Gurugram. This Eight-week period of my internship in such a huge organization gave me a real time exposure to know about the organizational working process. I worked on many different models of the logistic industry over there with the help of my company guide Mr. Rakesh Gahlot (Regional manager) and he gave me a lot of knowledge how to operations and logistics work , about the parameters . All types of logistic in India have registered phenomenal growth in the last decade ever since the Indian government decided to boost revenues from the logistic sector by projecting India as the ultimate logistic oriented nation.

The basic objectives of my study were:

- To know about basic of logistic industry
- To gain different industry knowledge
- To know more corporate people
- To know how logistic takes place
- To know how last mile works

Main summary in this project is to know about the logistic industry is growing day by day.



## CONCLUSION

Basically, it is focusing on facing the challenges proactively with an effective strategy.

In an organization, the strategies drive the operational system which results in the performance. With the emerging competitiveness of E-commerce, the last mile performance became one of the bottlenecks which affects on the reordering decision of customers. Thus, there should be an effective strategy to have an appropriate operational system which decides the way of performing the organization in the industry competitively.

Strategy component of the model refers to the various strategies that should include in the overall strategy of the organization. The business planning, technological and human resources should align to get an operational excellence. Consequently, deciding the effective way to get the operational excellence is based on the capabilities of the company and the competencies of the workforce available. The capabilities of the company can be improved through investments and managers should ensure that they are properly utilized within the organization. Technology aspects provide a good outline to identify what type of technological capabilities should improve to get the competitive advantage. Company should be updated with the available technological trends and should have the capability to adapt them quickly. Human resource (workforce) is the most important strength of an organization. It transforms the static energy to dynamic form which earns revenue. Hence, a company should have a proper human resource management strategy to face the future challenges. The hiring and firing procedures are important to cater the dynamic demand, and it is essential to improve the attitudes and competencies of workers through a proper training policy as they are the only contact point with customers in E-commerce.

Operational system reflects how to align the internal and external factors of the organization in order to meet the customer and retailer expectations in cost effective manner.

Resources utilization is one of the key system indicators which ensure that the available resources are properly operated to meet the overall goals and objectives of the organization. Idling resources are considered as a cost for an organization. Through effective business planning (forecasting), financial and HR strategies, the resources can be utilized effectively and it adds value to the organization.





**INDORE INSTITUTE OF MANAGEMENT  
AND RESEARCH**



**Batch 2021 - 2023**

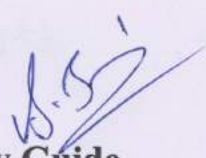
**Internship Report**

**On**

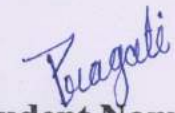
**“HUMAN RESOURCES DEPARTMENT IN  
INTERNS PLANET”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)**

**DAVV, Indore**

  
**Faculty Guide**

**Dr. Shubhangi Jain**

  
**Student Name**

**Pragati Sapkal**

**MBA – III Semester**

**Roll no. - 213510137**



# CERTIFICATE



**CERTIFICATE  
OF INTERNSHIP**



An ISO Certified Company

We Are Glad To Certify That

**Pragati Sapkal**

Has Successfully Completed  
"Internship in Human Resource"

We appreciate your Hard Work & Contributions.  
We Wish You All the Best for All Your Future Endeavours.

Duration - 2 Months

*gulshanjoshi*  
Authorised Signatory

ISO 9001:2015 IAF EGAC

[www.internsplanet.in](http://www.internsplanet.in)



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## **Overview of the Internship**

### **1. Title of Summer Internship Project 2022**

General Internship in Human Resource Organization

### **2. Summer Internship Project 2022 Option Selected**

General Internship

### **3. Objective of selecting Summer Internship Project 2022 option**

The purpose of selecting the summer internship program is to practice the skills which I've learned in my college and school. I also want to expose myself in business world so that I'll be prepared for future opportunities.

### **4. Duration of summer corporate relation program**

Sixty Days



## Conclusion

After completing my internship, I had been exposed to an employee's working life. Throughout my internship, I could understand more about the definition of a Human Resource Official and prepare myself to become a responsible and innovative leader and team member in the future. This Internship improved my skills like interpersonal, listening, presentation skills, acting freely around people, typing skills, accounting, recording, presentation, typing, conflict resolution, organizational skills to mention but a few. I've learnt many lessons which included; how to create a professional google form, how to operate activities on LinkedIn Internshala and Naukri, how the working environment runs, etc. I got different ideas from the different people (employees) at the Organization and also through interacting with other interns we contributed a lot on the knowledge and experience.



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



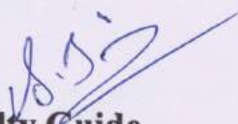
**Batch 2021 - 2023**


## **Internship Report**

**On**

**“Aircrews Aviation Pvt Ltd”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

  
**Faculty Guide  
Dr. Shubhangi Jain**

  
**Student Name  
Pragati Agrawal**



## Certificate of Internship



## Internship Certificate

*This is to certify that*

**Pragati Agrawal**

*has successfully completed her 45 Days Internship as as Business Analyst with AirCrews Aviation Pvt Ltd. During the period of her Internship Program with us, She was found Smartworking and Inquisitive and Rewarded with A++ Grade.*

*We wish her a Successful future.*

Duration : 15Th Sept 2022 To 31st Oct 2022



Seal of the company

Digi Certificate Id ::



*Shekhar Gupta*  
Capt Shekar Gupta  
CEO  
Aircrews Aviation Private Limited

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## INTRODUCTION

**TITLE :- Aircrews Aviation Pvt Ltd.**

AIRCREWS AVIATION PRIVATE LIMITED is the company's line of business includes Air Charters, Pilot Training, Aviation HR Services.

**Duration of Project :- 45 days**

**Objective Of The Company :-** The main objective behind joining this company is to learn more about Aviation Business Management in different countries and how mystery shopping works. Also working in NDA environment.



**About the Company**  
**“Aircrews Aviation Pvt Ltd”**



AIRCROWS AVIATION PRIVATE LIMITED is a Non-Government Company, who was incorporated 4 Year(s) 6 Month(s) 3 Day(s) ago on dated 21-May-2018 . AIRCREWS AVIATION PRIVATE LIMITED is classified as Private and is registered at Registrar of Companies located in ROC-GWALIOR. As regarding the financial status on the time of registration of AIRCREWS AVIATION PRIVATE LIMITED Company its authorized share capital is Rs. 100000 and its paid up capital is Rs. 100000.

As Per Registration of Company, It involves under in Business Activity Class / Subclass Code 74999, Main Activity of the said Company AIRCREWS AVIATION PRIVATE LIMITED is : , Other business activities n.e.c., It Comes Under Division OTHER BUSINESS



### **Conclusion :-**

Mystery Shopping is definitely an effective tool to gain insight into the customer needs and improve in areas where a company is lacking. It also helps in checking the employees' morality and effectiveness. However, a challenge with this technique is maintaining mystery shopper quality and integrity.



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

**Internship Report**

**On**

**“Human Resource Internship report on  
Navkar Associates”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

**Faculty Guide  
Dr. Simranjeet kaur**

**Student Name  
Divya Wankhede**



*Divya*



# Navkar Associates

Advocates & Attorney

## INTERNSHIP CERTIFICATE

To whomsoever it may concern

Date : 15.10.2022

This is to certify that Miss **DIVYA WANKHEDE**, a MBA student with HR specialization from **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH** having affiliation of **DAVV UNIVERSITY**, has completed internship program at our firm which started from 1 September 2022 to 15 October 2022 on the topic of "**HUMAN RESOURCE MANAGEMENT**".

During this tenure, we found her sincere, hardworking and keen learner. We wish her all the best for her future endeavors.

# Navkar Associates

NAVKAR ASSOCIATES



Authorized Signatory

ADV. NAMRATA JAIN

Add. 317, 3<sup>rd</sup> Floor, Shekhar Central Building,  
Palasia Square, A.B. Road, Indore (M.P.) - 452001

Ph. 0731-4037196 | Web. [www.navkarassociates.co.in](http://www.navkarassociates.co.in)

E-mail: [navkarassociates32@gmail.com](mailto:navkarassociates32@gmail.com),  
[namrata.navkar32@gmail.com](mailto:namrata.navkar32@gmail.com)



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## **TITLE**

- The Title Of my Project Is **“Human Resource Internship report on Navkar Associates”**

## **OBJECTIVE**

- **Learning and understanding all the Work of everyone, what things we should take care of in the management**

## **TIME DURATION OF THE PROJECT**

- My internship program with **Navkar associates** Was for 45 days and it was a journey which I will cherish for a long time. The learning that I had from this internship Is very valuable and I feel obliged to have had this opportunity.

I worked as Human resources intern and I was assigned to recruit under me. I trained more than 10 intern throughout my tenure as intern with Navkar associates

During my internship I gained knowledge on how the human resource division of an organization operates and coordinates its activities to ensure smooth functioning of the organization at all levels by ensuring right number of people are available at the right time to do the right job. Not only that I have also gained insight into the working culture of the organization and observed how Navkar associates handles its employees with value and empowerment to ensure they are motivated to give their best to the organization.



## CONCLUSION

From the above discussion it can conclude such a way that since human resource management is a continuously practicing issue so it plays a significant role on organizations overall performance. If an organization wants to gain full benefit from human resource management it should follow all the sections of HRM. As a small AMC few persons are recruited for its operations and performances. But it will expand soon or later and then the number of HR employee may not be enough to run the company. Committed and trustworthy employees are the most significant factors to becoming an employer of choice, it is no surprise that companies and organizations face significant challenges in developing energized and engaged workforces. However, there is abundance of research to demonstrate that increased employee commitment and trust in leadership can positively impact the company's bottom line. In fact, the true potential of an organization can only be realized when the productivity level of all individuals and teams are fully aligned, committed and energized to successfully accomplish the goals of the organization. Thus, the objective of every company should be to improve the desire of employees to stay in the relationship they have with the company.





# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

## **Internship Report**

**On**

**“STUDY OF CONSUMER'S PERCEPTION AND LIFE INSURANCE POLICIES IN  
RELIANCE GENERAL INSURANCE COMPANY LTD”**

**IN**



**RELIANCE GENERAL INSURANCE COMPANY LTD.**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)**

**DAVV, Indore**

**Faculty Guide**

**Dr. Simranjeet Kaur Sandhar**



**Student Name**

*Anjanay Sen*  
**Anjanay Sen**

13<sup>th</sup> December 22

**CERTIFICATE OF INTERNSHIP**

This is to certify that **Mr. Anjanay Sen** was associated with us as an intern from **13<sup>th</sup> October 22** to **13<sup>th</sup> December 22** associated with our **OPERATION (Banking)** Department

During this period of internship, he has displayed dedication to work and excellent logical and analytical ability. he remained involved in her work with determination and sincerity. he was hard working, devoted and a motivated candidate. With her eagerness to learn he developed various skills while working with us. We are happy to have had the opportunity to train such an enthusiastic candidate.

We wish her success in all her future endeavours.

For Reliance General Insurance Company Limited.



**Garima Shukla**  
**Human Resources**



An ISO 9001:2015 Certified Company

Reliance General Insurance Company Limited

Registered & Corporate Office : 6th Floor, Oberoi Commerz, International Business Park, Oberoi Garden City, Off. Western Express Highway, Goregaon (E), Mumbai - 400063

Corporate Identification Number (CIN) : U66603MH2000PLC128300 | Tel : +91 22 4173 2000 | Fax : +91 22 4173 2158 | Website : www.reliancegeneral.co.in

Trade Logo displayed above belongs to Anil Dhirubhai Ambani Ventures Private Limited and used by Reliance General Insurance Company Limited under license.

**A RELIANCE CAPITAL COMPANY**

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## **CHAPTER No. 1**

### **1.1. COMPANY PROFILE**

#### **Who Are We?**

We feel proud to be one of the leading general insurance companies of India. We have a huge customer base which includes individuals like you, corporates and SMEs.

With our 139 offices and more than 28,900+ intermediaries across India, you can now reach out to us and enjoy our services at your own convenience. Moreover, with online & telecalling services, we have become even more accessible.

#### **What do we have for you?**

You can look up to us for many of your insurance solutions with respect to motor, health, home, travel, marine, etc. Through our products and services, we try to meet every customer's individual needs by offering customized plans. In our endeavor to delight our customers, we strive to come up with innovative products like India's first Over-The-Counter health & home insurance policies.

#### **Vision**

We want to score perfectly for world standard services & products and want to be your first choice in domestic as well as global markets.

#### **Mission**

- Satisfy your need of insurance cover in that crucial hour
- Offer incomparable customer service
- Provide innovative products
- Better reach through presence across India and abroad

#### **Goals**

- Make affordable insurance accessible to all
- Keeping you, our customers, as focal point in all our operations
- Protect policy holders' interests
- Be the most innovative in product development



**CHAPTER NO. 5**

**FINDINGS AND CONCLUSIONS .**



## CHAPTER No. 5

### Findings

- Now life insurance has become generic. People believe in Life Insurance Company only and therefore, everybody wants to go in for a policy with LIC. It will take time to private companies to win the confidence of the people.
- As far as future decision making about the policy is concerned most of the policy would go in for saving plan.
- People are turning towards the ULIP as a good investment option but ULIP is in its starting phase so customers prefer only big brands LIC, RLIC etc.
- LIC is the oldest player in the Insurance market, so people are more aware of i.e., as compared to new players.
- This clearly comes out from the survey conducted that most of the people come to know about Reliance life Insurance company through print media.
- It has clearly come out that most of the people like to go in for a policy, which gives them tax benefit.
- A/c to survey it is cleared that most of the people don't take insurance policy because they don't understand that how insurance policy works?
- Most of People influenced by family and friends when they are buying insurance policies.

### Results

Reliance Life insurance is one of the largest private life insurance company and it has awakened many new hopes and aspiration for human kind, just based on a noble human passion of law, compassion tolerance and mutual understanding.

Globalization has opened new formalities of technology, knowledge, communication and information. Reliance Life insurance is a gift of globalization to maintain development of these formalities there before is a daunting challenge i.e. the utilization of these facilities to create a brave new worlds in which a qualitative and a clear change between yesterdays and hormones can easily perceived.



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



Batch 2021 - 2023

## Internship Report

On

### “Dealings in Capital Markets”

Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore

**Faculty Guide**

**Dr. Simranjeet Kaur**

**Student Name**

  
**Prakhar Pal**



## CERTIFICATE



20<sup>th</sup> November 2022

### TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Mr. Prakhar Pal**, student of MBA Finance from Indore Institute of Management and Research, Indore has undergone **Internship** in our organization from October 03, 2022 to November 17, 2022.

During the training, his conduct was excellent.

We wish him all the best for his future endeavors.

A handwritten signature in blue ink, appearing to read "S.P. Rawat".

AUTHORIZED SIGNATORY

**JM Financial Services Limited**  
(Formerly known as JM Financial Services Private Limited)  
Corporate Identity Number : U67120MH1098PLC115415  
**Regd. Office:** 7th Floor, Chenergy, Appasaheb Marathe Marg, Prabhadevi, Mumbai 400 025  
T: +91 22 6630 3030 F: +91 22 6630 3344 [www.jmfinancialservices.in](http://www.jmfinancialservices.in)





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## Objective

Summer internship program aims at providing us this much needed exposure and bridging the gap between theory and reality of corporate world, where needed your practical work effort. A SIP belongs to shaping your career like a stone today's corporate world enhances competencies by acquainting us to real world situation thus triggering analytical thinking and an opportunity to enrich our worth. Adding to this, the journey at JM Financial ltd. Taught me the workings of Dealing, RMS, Sales and Back-office department of a stock brokering firm.



## Conclusion

Internship gave me a lot of experience and insight in the working class. This internship has been an excellent and rewarding experience. This Internship allowed me to handle different types of deals and I have expertise in Dealings in the Equity Market. I have been able to meet and work with so many people that I am sure it will help me with opportunities in the future.



**INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

**Internship Report**

**On**

**“Recruitment and Training of Employees At Elite**

**Manpower And Training Academy,,**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)**

**DAVV, Indore**

**Faculty Guide**

*V. Modak*  
**Dr. Vaibhav Modak**

**Student Name**

*A. Dubey*  
**Aishwariya Dubey**



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## CERTIFICATE OF INTERNSHIP



www.emta.co.in

### Certificate of Internship

Date of Issue – [05/11/2022]

This document is to certify that Miss Aishwariya Dubey has completed her internship at Elite Manpower & Training Academy, 155, Mangal City Mall, Indore, M.P. from 24th September to 5th November 2022.

She has worked on the project titled "Hiring for impeneled partners". This project aimed to gather the maximum number of candidates for multiple impeneled companies like Just Dial, Jana Small Finance Bank, Kemco Pvt Ltd, etc.

As a part of the project, she has efficiently managed and coordinated with the candidates, and conducted screening tests. She has guided candidates according to their caliber and the company's requirements and generated great revenue for our organization.

During the internship, Miss. Aishwariya Dubey demonstrated a keen interest and enthusiasm to learn new skills. Her performance exceeded our expectations, and her dedication to their role and responsibilities was commendable. All of the tasks were completed on time and to the best of her abilities.

We wish her all the best in her career.

Abhijeet Raghunwansi  
Managing Director



(Signature)



Elite Manpower & Training Academy- EMTA, 155, First Floor, Mangal City Mall, Vijaynagar Square, AB Rd, Indore, Madhya Pradesh 452010

## PROFILE OF ELITE MANPOWER AND TRAINING ACADEMY (EMTA)



### Introduction of EMTA

EMTA is a consultancy and other services provider based in India.

The organization has the highest quality personnel to fulfill all HR-related needs.

It can provide with the best candidate from around the organization.

It has a wide data base of seasoned practitioners as well as new graduates.

It function under a set of core values that include strong leadership, financial stability, professionalism, a stable structure, mutual value, teamwork, empowerment, fairness, and openness for both employers and jobseekers.

EMTA is a consultancy and other services provider based in India.

The organization has the highest quality personnel to fulfill all HR-related needs.

It can provide with the best candidate from around the organization.



## Conclusion

In conclusion, due many challenges that are facing human resource departments, there is need for organisations to adopt correct and workable policies that will not only ensure they alleviate these challenges, but also develop mechanisms of dealing with such challenges in case they occur in the future.

I can honestly say that my time spent interning with Herbein and Company resulted in one of the best summers of my life.

Not only did I gain practical skills but I also had the opportunity to meet many fantastic people.

Overall, my internship at Herbein has been a success. I was able to gain practical skills, work in a fantastic environment, and make connections that will last a lifetime.







**BATCH YEAR:2021-2023**  
**INTERNSHIP REPORT**  
**ON**

**“HR INTERNSHIP OF AUTOMOTIVE TESTING ANND  
BENCHMARKING SERVICES INDIA”**

**Submitted in the partial fulfillment for  
Requirement of the degree of MBA  
{HR AND MARKETING}**

**DAVV INDORE**

**FACULTY GUIDE**  
**DR. VAIBHAV MODAK**

**STUDENT NAME**  
**SONALI SEN**



## LETTER OF TRANSMITTAL

Date

Mr. VAIBHAV MODAK  
INDORE INSTITUTE OF MANAGEMENT AND RESEARCH

Subject: Submission of Internship report on "Human Resource Management of ATBS INDIA"

Dear Sir,

With great pleasure I hereby submit my internship report on "HR practices of ATBS INDIA." The report has been completed by the information that I gathered from the major courses on Human Resource Management which I have completed during my MBA as well as from my internship period in ATBS INDIA . As a requirement of preparing an internship report based on the practical knowledge in an organization, I selected Recruitment as my core concentration along with few other HR practices that I have come across during my internship program. I have tried my level best to complete this report meaningfully and correctly, as much as possible. I hope this report will reflect on the contemporary issues on the Human Resource Management that are being Practiced by this organizations in our country.

*Sonali*  
Thanking you.  
Sincerely yours,  
SONALI SEN  
IIMR INDORE





# ATBS INDIA

TRANSPORTATION OF FLY ASH & CEMENT IN BULKERS AND  
ALL TYPES OF CIVIL CONSTRUCTION WORKS

## INTERNSHIP CERTIFICATE

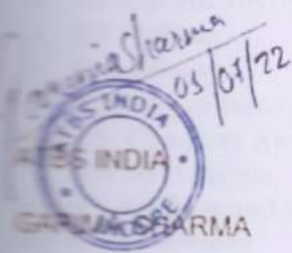
Date: 01/07/2022

TO WHOMSOEVER IT MAY CONCERN

This is to certify that SONALI SEN has done her internship in HUMAN  
RESOURCES at ATBS INDIA, INDORE, from 01/06/2022 to 01/07/2022.

During her internship, she demonstrated her self-motivation skills to learn new skills.  
Her performance exceeded our expectations and she was able to complete the work  
on time.

We wish her all the best for his/her upcoming career.

*Sonali Sharma*  
05/07/22  


HUMAN RESOURCE MANAGER



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- Objective of the Report
- Sources of Information
- Limitations

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- HR Staffing
- Operations
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### Chapter 5: Company Analysis

- SWOT Analysis

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### Chapter 7 Conclusion

### Chapter 8 Reference



## Executive Summary

During my internship I gained practical knowledge on how the human resource division of an organization operates and coordinates its activities to ensure smooth functioning of the organization at all levels by ensuring right numbers of people are available at the right time to do the right job. Not only that I have also gained insight into the working culture of the organization and observed how ATBS INDIA handles its employees with value and empowerment to ensure they are motivated to give their best to the organization.

The report starts with an organization profile of ATBS INDIA giving its background, mission, vision, its products and services, the hierarchy and organogram of the organization. The next section of the report comprises the project, Human Resource Management in ATBS INDIA. The project encompasses introduction to the topic, recruitment, selection, training and development. Each chapter contains detailed discussion of the HR functions followed by Organization Practice at ATBS INDIA which basically conveys how things are done in the HR Department.

The next part of the project carries out SWOT Analysis that touches upon strengths, weakness, opportunities and threats to the organization followed by findings and recommendation on critical factors regarding Human Resource Management of ATBS INDIA. Finally there is the conclusion followed by references.



# Human Resource Practices at ATBS INDIA

## Introduction

I have select the topic of this report is "Human Resource Management of ATBS INDIA". I tried to integrate my theoretical knowledge of HR and combine it with practical examples as observed during my internship.

I have tried to cover all the major functions of Human Resource Management- recruitment, selection, compensation and benefits, training and development and convey my understandings of the different functions of Human Resource Management through this project.

At the end of the report I have done a SWOT Analysis on the HRM Practice of ATBS INDIA followed by discussing critical points. I have also tried to provide some recommendations based on my knowledge followed by the conclusion which I gathered during my internship.



# ATBS INDIA



## Conclusion

From the above discussion it can conclude such a way that since human resource management is a continuously practicing issue so it plays a significant role on organizations overall performance. If an organization wants to gain full benefit from human resource management it should follow all the sections of HRM.

As a small AMC few persons are recruited for its operations and performances. But it will expand soon or later and then the number of HR employee may not be enough to run the company. Committed and trustworthy employees are the most significant factors to becoming an employer of choice, it is no surprise that companies and organizations face significant challenges in developing energized and engaged workforces.

However, there is abundance of research to demonstrate that increased employee commitment and trust in leadership can positively impact the company's bottom line.

In fact, the true potential of an organization can only be realized when the productivity level of all individuals and teams are fully aligned, committed and energized to successfully accomplish the goals of the organization.

Thus, the objective of every company should be to improve the desire of employees to stay in the relationship they have with the company.



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



Batch 2021 - 2023


## Internship Report

On

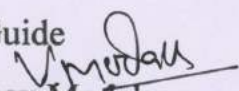
**“A Study of Loan Procedure of Consumer Durable  
Under Bajaj Finserv”**



Student Name

Roshni Aakde 

Faculty Guide

  
Dr. Vaibhav Modak

Internal Examiner

External Examiner

Date:





# Certificate

## Certificate of APPRECIATION



This internship program certificate is proudly awarded to

Roshni Aakde

for his/her outstanding completion of the internship program  
at Bajaj Finance Limited Form 28/09/2022 To 8/11/2022

**Ravi Vishwakarma**  
Area Sales Manager  
CD-Growth South West

**Mahendra Gupta**  
Regional Sales Manager  
CD-Growth South West



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# Introduction

## Bajaj FinServ

BAJAJ FINSERV Limited holding company for the financial service business of the Bajaj Group. Its insurance joint venture with Allianz SE, Germany namely Bajaj Allianz life Insurance company Limited and Bajaj Allianz General Insurance Company Limited are engaged in life insurance and general insurance business respectively. Its subsidiary Bajaj Finance Limited is Non-Banking Finance Company engaged in consumer finance, SME finance and commercial lending. Bajaj Finance solutions Limited, a wholly owned subsidiary of BAJAJ FINSERV Limited is engaged in wealth advisory business.

Our Company is registered with the Reserve Bank of India ("RBI"), as a Systemically Important Non-Deposit Accepting NBFC. We are engaged in a diverse range of businesses catering to the financial services sector through our Subsidiaries, encompassing lending, life and general insurance and financial advisory. In addition, our Company operates 138 wind mills and our joint Venture Company, Bajaj Allianz Financial Distributors Limited, provides staffing solutions to our group and affiliate companies.

We are a part of the Bajaj conglomerate of businesses, one of the oldest business groups in India, which has interests in a range of businesses which amongst others, include manufacturing of two-wheelers and three-wheeler, automobiles, life and general insurance, financial services, and lending. Our Company was incorporated under the Companies Act, 1956 pursuant to a certificate of incorporation dated April 30, 2007. Pursuant to the Scheme of Arrangement the assets and liabilities relating to the wind energy and the financial services businesses of Bajaj Holdings & Investment Limited (the erstwhile Bajaj Auto Limited) were transferred to our Company. For further details in section titled "History and Certain Corporate Matters" on page 145 of this Letter of Offer.



## Conclusion

The study concludes that the Bajaj finance the strongest finance for the consumer durable product. And the Bajaj was providing very good schemes for the customers. The customer Are very happy with the Bajaj EMI card. Bajaj was giving the good service to the customers Bajaj was very close with the customer. I learned lot of things in this project. Thanks, you for giving this project to me.



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

**Internship Report**

**On**

**“SRF Limited-HR”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (HR)  
DAVV, Indore**

**Faculty Guide  
Dr. Vinayak Khare**

**Student Name  
Sakshi Dekate**

*Sakshi Dekate*



## Certificate from Organization



### CERTIFICATE

To whomsoever it may concern

09<sup>th</sup> Dec, 2022

This is to certify that **Ms. Sakshi Dekate**, MBA student from Indore Institute of Management and Research, Indore (MP) undergone **70 days** industrial Training in HR department from 03/10/2022 to 09/12/2022 under the guidance of **Ms. Apurva Singh - Manager- Talent Management**.

She has successfully completed the Training & Project Work on "Learning and Development"

We found her sincere and hardworking during the training and wish her tremendous success in all her future endeavors.

Thanking you.

Yours faithfully  
For SRF LIMITED

**Apurva Singh**  
Manager- Talent Management

**SRF LIMITED**  
Block-C Sector-45  
Gurgaon 122 503  
Haryana India  
Tel. : +91-124-4354400  
Fax : +91-124-4354500  
Website : www.srf.com

Corporate Identity No. : L18101DL1979PLC005197

**Regd. Office :**  
SRF LIMITED  
The Galleria, DLF Mayapuri, Unit No. 236 & 237  
Sector 19/20, Mayapuri, New Link Road  
Mayapuri Phase-I, Extn. Delhi-110 091  
Tel. : 011-49462870

**SRF LIMITED**  
Indore Special Economic Zone  
Sector 3 Pithampur 454 775  
Dist. Dhar (MP) India  
Tel. : +91-7292-425200, 201



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## Objective and Time Duration of the Project

Objective to join the company like SRF as an intern was to watch out the responsibilities and task which are headed by a HR in an Organization. As my specialization focuses on HR as core subject, I wanted to know all the basic requirement of an HR in Learning and Development. The roles and responsibilities which I focused on are:

- for design, development and implementation of interventions around talent management and organizational development initiatives and Organization structure.
- for L & D function across Plant and Corporate employees from Junior to senior level.
- for Employee engagement & Communication at all levels.
- Involving in Senior Management hiring process.
- Work in close collaboration with cross-functional teams
- Measure the efficacy of interventions implemented
- Work on the implementation of the learning strategy and organize various training programs as per the learning calendar
- Work on learning needs analysis, program designing and coordination, learning consultant identification and on boarding.
- Responsible for PMS of all employees with specified criteria.
- Work on organization priorities around organization development L & D, Talent Management organizational development, PMS, Training & Development etc.
- for designing succession plan, Growth plan for each employee.

The total Duration of my Internship was 2 months. It started on 3<sup>rd</sup> Oct and ended on 3<sup>rd</sup> Dec in which I got a 5 days extension to attend a training from a trainer of IIM Ahmedabad Mr. V

Swaroop.





## Findings and Conclusion

From a internship of 70 days as a HR Intern in Learning and Development, I have learnt a lot of things which boosted my knowledge and personal skills, I got to know about my competencies, the skills I have and the skills which I should develop to be better in the field.

The conclusion from the internship of 70 days are as follows:

**Skills matrix** can help you identify employees with knowledge or skill gaps, and provide the needed training, as you rotate employees between crucial projects or teams. Track employee development Skills matrices give the L&D department information that they can use to determine what training is needed for employees.

**Survey** or Research is a finding or an empirical fact, based on data collected, that does not just rely on opinion (even if it is that of an expert); a conclusion synthesizes and interprets the finding and makes a reasoned judgment that corresponds to the finding.

**Talent development** is one of the most crucial factors that determine the efficiency of a leader. To run a high-performing team, the team leader should have the skill set to recognize, foster, and groom the talents of all employees. Understanding each employee's skills and deciding the best role for that employee is part of what makes a leader more successful.

**Training need analysis** serves as the blueprint of a bridge that connects your organization's present to its future, specifying every skill, the brick and bolts, that will go into its making.

Working on a system of **HRMS** which taught how to keep records of employee, how to make offer letters, how to do full and final settlement of an employee and many more.

part from these I have learnt how to make MIS of training, how to make report, how to analyze a report and further what are the proceedings to take on the analysis of a report.

Working on policies of the company it was learnt that companies' policies are for the betterment of future and its employees.

Overall learning in the department was really awesome and worth working.

**Thank You**



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH





Batch 2021 - 2023

Internship Report

On

**Mondelēz**  
International

  
**Student Name:**  
Saumya Agrawal

  
**Faculty Guide:**  
Dr. Vinayak Khare

**Internal Examiner**

**External Examiner**

**Date:**





Mondelez India Foods Private Limited  
(Formerly Cadbury India Limited)  
Registered Office  
Unit 2001, 20th Floor, Tower 3  
(Wing - C), Indiabulls Finance Center  
Parel, Mumbai - 400 013, India

T +91 (0) 22 4007 3100  
www.mondelezindiafoods.com  
CIN : U15430MH1948PLC006457

18<sup>th</sup> October 2022

To Whomever It May Concern

This is to certify that Ms. Saumya Agrawal student of Indore Institute of Management & Research has undergone unpaid training in our organization Mondelez India Foods Pvt. Ltd. (Formerly Cadbury India Ltd.), at Malanpur unit, from 19<sup>th</sup> September 2022 to 18<sup>th</sup> October 2022 and completed her unpaid internship.

Her conduct and progress during the internship was good.

We wish her success in all her future endeavors.

For Mondelez India Foods Private Limited.

Amit Bhargava  
(People Experience Advisor)

Malanpur Factory :  
Plot No 25, Malanpur Ind. Area  
Village : Gurikha, Tehsil : Gohad  
District : Bhind, Malanpur - 477117  
Madhya Pradesh, India

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+91 (0) 7539 409401 to 403  
+91 (0) 7539 404444  
F +91 (0) 7539 283802



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## TITLE, OBJECTIVES AND TIME DURATION

**Company Name- Mondelez International Food Pvt. Ltd.**



### **My Objective of working in the Organization:**

- To analyze how this Internship fits into my career goals
- To gain insights about the working insights and understanding the culture of the organization.
- Develop skills required to interact with senior management and staff.
- Gain working knowledge about the receivables policies of the company and the collection procedures.
- Gain working knowledge of the inventory policies of the company and the inventory management process.
- Gain insight about the corporate budgeting process used by the company.

### **Time Duration: One Month**

I have worked as an intern in the company for a period of one month, where the main focus was to get well versed with:

- Financial reporting, cost reporting and its closing
- Budgeting
- Inventory management
- The classification of assets used in the factory
- Internal control and audit and
- Governance



## CONCLUSION

Mondelez was my first ever corporate experience. I was fortunate enough to get an opportunity to work in such a company as an intern. There are pros and cons to every thing and the same applies to Mondelez as well.

The pros of working in Mondelez are many. It was for the first time I visited a factory and came to know the actual procedure of manufacturing and packaging of the chocolates. It was a pleasure to watch people work with such tidiness. As a consumer, I also felt satisfied about the hygiene with which the chocolates are manufactured.

My supervisor himself told me that he has worked in a few food factories, but the hygiene process followed by mondelez is the best among all. Here at Mondelez, as can be seen from my picture above, even the front desk workers are supposed to wear aprons, head caps, mask and the factory shoes. Sanitizers are available at every corner of the company. This is done to keep the factory clean from the outside dust particles.

Not only the manufacturing, but the Storage facilities are also taken well care of. They have also extended their plant lines so that the manufacturing process can be made speedier.

There are precautionary instructions written everywhere in the corridors and strict rules and regulations are being imposed on the employees, to which each and every employee has to adhere to.

However, there are some Cons which I personally feel are not necessarily bad but they needed to be changed. One thing that is common in Mondelez is that the average age group of people working in the company are mostly people above the age of 30 or 35 years. Only the interns are a few people who were the young generation working there. I think Mondelez should hire more of young talent and give the company a chance to grow. Secondly, I felt that things are going more traditionally there. For example, the employees are not well versed with the new technological changes and new tools that can be used in making their work easier and quicker.

Above all, Mondelez was a great Experience to work in and I would want more such opportunities in my career ahead.



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH

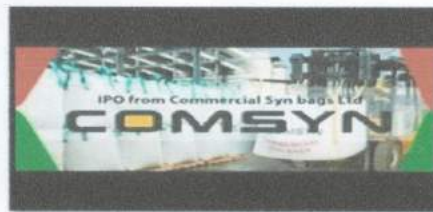


Batch 2021 - 2023

## Internship Report

On

“PERFORMANCE APPRAISAL”



COMMERCIAL SYN BAGS LTD COMSYN

PITHAMPUR

*Sejal Rathore*

Student Name  
**Sejal Rathore**

Internal Examiner  
Date:

*Dr. Vinayak Khare*

Faculty Guide  
**Dr. Vinayak Khare**

External Examiner



**COMSYN**

Manufacturer & Exporter of FIBC, PP Fabric, Woven Sacks & Tarpsaulin

CERTIFICATE

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Ms. Sejal Rathore of Class MBA HR & IT 3<sup>rd</sup> Semester Indore Institute of Management & Research, Indore her completed her internship (HR Department) at Commercial Syn Bags Ltd, Pithampur From 17<sup>th</sup> October 2022 to 28th November 2022.

Ms. Sejal Rathore is very hardworking, dedicated and result oriented. She has done an excellent job in the organization.

We wish her all success in her future endeavors.

For, **COMMERCIAL SYN-BAGS LIMITED.**



**Yogesh Kumar Tripathi**

**AGM – CHR & Admin**

Place: Pithampur

Date: 28.11.2022

**Commercial Syn Bags Limited**

CIN : L25202MP1984PLC002669

Registered Office : Commercial House, 3-4, Jaora Compound, M.Y.H. Road, INDORE - 452 001, M.P. INDIA

Ph. +91-731-2704007, 4279525 Fax : +91-731-2704130 E-mail : mails@comsyn.com, Visit at : www.comsyn.com

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## Performance Appraisal

Performance Appraisal is the systematic evaluation of the performance of employees and to understand the abilities of a person for further growth and development. Performance appraisal is generally done in systematic ways which are as follows:

The supervisors measure the pay of employees and compare it with targets and plans.

The supervisor analyses the factors behind work performances of employees.

The employers are in position to guide the employees for a better performance

### **Objectives of Performance Appraisal**

Performance Appraisal can be done with following objectives in mind:

- To maintain records in order to determine compensation packages, wage structure, salaries raise, etc.
- To identify the strengths and weaknesses of employees to place right men on right job.
- To maintain and assess the potential in a person for growth and development.
- To provide feedback to employees regarding their performance and related status.
- To review and retain the promotional and other training programmers.



## CONCLUSION

It can honestly say that my time spent interning with COMMERCIAL SYN BAGS LTD resulted in one of the best summer Internship of my life. Not only did I gain practical skills but I also had the opportunity to meet many fantastic people. The atmosphere at the office was always welcoming which made me feel right at home.

All the staffs were fantastic the work culture of the organisation was awesome they all treat me as a part of there company not as a short time intern

Which really feel me more happy or comfortable.

Overall, my internship in commercial syn bags ltd has been a successful. I was able to gain practical skills, work in a fantastic environment, and make connections that will last a lifetime..



# **Indore Institute of Management and Research**



**Batch 2022-2023**

**Internship Report**

**On**

**“A study of customer preference towards consumer  
durable loan”**

**Student Name -**

**Sachin Singh**

  
**Faculty Guide -**

**Dr. Vinayak Khare**

**Internal Examiner**

**External Examiner**



# CERTIFICATE

**Certificate**  
of APPRECIATION

**BAJAJ**  
FINSERV

This internship program certificate is proudly awarded to

**Sachin Singh**

for his/her outstanding completion of the internship program  
at Bajaj Finance Limited Form **28/09/22 - 08/11/22**

  
**Ravi Vishwakarma**  
Area Sales Manager  
CD-Growth South West

  
**Mahendra Gupta**  
Regional Sales Manager  
CD-Growth South West



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## CHAPTER 1: INTRODUCTION

### 1.1 Introduction of the topic/study

The title of the study is "A study of customer preference towards consumer durable loans". The area of study is marketing where we can know the customer preference which is a objective of the study. The objective of the study is to know customer preference towards consumer durable loan. Customer like to prefer a loan from Bajaj FinServ Ltd. for durable goods.

Sometimes it depends on the scheme which company gives so indirectly its benefits to the customers and increase their buying power towards consumer durable products. If there is a benefit which consumer is looking for and consumer might get that benefit so customer definitely going to purchase product. Some of the customer just buy consumer durable product though loan for increasing their credit score and its major reason for purchasing the consumer durable products.

Bajaj FinServ Ltd. is the major source for those customers who could not purchase consumer durable products by cash so Bajaj FinServ Ltd. gives them new way to purchase consumer durable products for their lifestyle. Bajaj FinServ Ltd. has also less file charge on the consumer durable products. So, by the end of the day customer gets benefited by Bajaj FinServ Ltd. and they feel happiness in their life.





## CHAPTER: 5 - FINDINGS / RECOMENDATION

### 5.1 Findings

- From this report it can inferred that 67% respondents are males who are between the age of 21-30 and 31-40.
- The greatest number of customers are salaried people which are 69%.
- Half of the respondents have salaried between 21000-30000.
- There are 89% people who buy consumer durable from organized retail.
- From the sample of 110 all knows about consumer durable loans.
- The major area from which customer aware about consumer loan is advertisement and friends & relatives.
- 95% customer have EMI card with them.
- Most of the customer have Bajaj finserv card which is 62% to the total sample size.
- People mostly prefer to buy consumer durable by cash or EMI.
- Most of the customer prefers to buy 0% loan seasonally.
- 50% people says that because of 0% interest people prefer to buy a loan.
- There are 77% people who purchase washing machine, fridge, microwave, kitchen appliances.
- In these 66% respondents says that the schemes which is provided by Bajaj or capital do change their brand preference.
- From this report it inferred that 42% people are satisfied with this kind of loan.



## RECOMMENDATION

- From this research it is evident that 67% respondents are males between the age of 21-40 so the company should provide them with the better scheme that benefit the customers so that customers would be loyal to them.
- From this research it is identify that 89% people who buy consumer durable from organized retail. So, the company should tie up with more other organized retail.
- As 41% respondents buy the product which they get influence by the advertisement so the company should force on the advertisement more because this would create more profit for them.
- As from the research it evident that 62% of people buy the loan from Bajaj FinServ so the company should provide the customer which such a scheme that attract more towards them so they can buy more from Bajaj finserv.
- As most of the people buy the loan at 0 % so the company should continue this kind of scheme.



**INDORE INSTITUTE OF MANAGEMENT  
AND RESEARCH**



**Batch 2021 - 2023**

**Internship Report**

**On**

**“HR Policies At Birla Cable Ltd. REWA (M.P.)”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

**Faculty Guide  
Dr. Vinayak khare**

**Student Name  
Shailja Kushwaha**





## Birla Cable Limited

Regd. Office & Works :  
Udyog Vihar, P.O. Chorhata, Rewa - 486 006 Madhya Pradesh, India.  
Telephone : +91 07662 400580 · Fax : +91 07662 400680  
E-Mail : headoffice@birlacable.com · Website : www.birlacable.com  
PAN No. AABCB1380L · CIN No. L31300MP1992PLC007190  
GSTIN : 23AABCB1380L1ZW

**Birla Cable/HR/Winter internship /22-23      Date: 25.11.2022**

### TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Shailja Kushwaha D/o Shri Mahaveer Kushwaha, a student of MBA (HR) 02<sup>nd</sup> Year III<sup>rd</sup> Semester of Indore Institute of Management & Research, Indore (M.P.) has undergone winter Internship at our Works from 08.10.2022 to 22.11.2022.

Her conduct during the training period was found satisfactory.

We wish her a bright career in future.

For Birla Cable Limited,

(M.G. Rabbani)

General Manager - HR



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## **Title Objective and Time Duration of the Project**

- Myself Shailja Kushwaha student of MBA 2<sup>nd</sup> yr at Indore institute of management and research in Indore.
- My project Title is **“HR Policies at Birla Cable Ltd. Rewa”** in HR Department.
- **To gain ideas from the experienced people working for HR department.** To understand the challenges faced by the HR department. To understand the different types of training provided to the employees. Development of personal standards of professional and ethical behavior required in the workplace.
- My duration of winter internship is 45 Days (8 Oct 2022 – 22 Nov2022)



## Findings/Conclusion

Birla Cable Limited (Formerly known as Birla Ericsson Optical Limited) is a premier company in the field of Telecommunication Cables, which offers one of widest portfolio of Copper and Fibre Optic cables under its umbrella. A division under India's one of the most trusted M. P. Birla Group, Birla Cable Limited has come a long way to establish itself as one of the most admirable player in Global arena among users of Telecom cables due to its superior product quality, stringent quality control systems and flawless performance across all the segments of Telecom users.

It all started in the year 1992, having technology collaboration and financial partnership with globally renowned Ericsson Network Technologies AB of Sweden as a Joint Venture Company. This Cable manufacturing company of M.P. Birla Group has crossed leaps and bounds during the last, almost 3 decades of association with Ericsson, in not only equipping itself as one of the versatile cable manufacturing and total solutions providing company but also kept abreast with latest technology trends from time to time on a continuous basis. This unique and disruptive approach followed by the company catapulted it as a qualified globally certified company having various approvals with renowned certifying bodies and institutions in the field of Oil & Gas, Power and Telecom segments.

By way of acquiring the shares of Ericsson recently, Birla Cable Limited has become a truly global Indian Company which has a reach of more than 80 countries, fully capable to cater to all the needs of communication cables across the segments. A competent team in all functional areas backed up by strong and experienced management, sound financial and technical strength makes Birla Cable Limited, a trusted name among the users of Telecom Cables.

The company possesses all the required quality certifications like Quality Management System, Environment and Health & Safety Management Systems in an integrated manner with its state of the art cable manufacturing facilities located in Rewa, Madhya Pradesh, India and always on the drive to expand its Product base and Market reach.



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



Batch 2021 - 2023

## Internship Report

On

### "Human Resource Management"

Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore

*Vishal*

**Faculty Guide**  
Dr. Vishal Geete

*Tanya*

**Student Name**  
Tanya Jaiswal





# VAISHALI AUTOMOBILES & ELECTRICALS

Dealer: International Tractors Limited



Maihar Road, Amarpatan, Distt.-SATNA(M.P.)  
Pin Code-485775, Mob.-9424318636

Ref.No. ....

Date: .....

Date:30/11/2022

## TO WHOM IT MAY CONCERN

This is to certify that Miss. TANYA JAISWAL D/O- Mr. SANJAY JAISWAL a student of MBA (Major in HR ) **Indore Institute of Management & Research**, INDORE has successfully completed 02 (TWO) months (From 1st OCT, to 30th NOV,2022) long internship programme at our dealership. During the period of his internship programme with us she was found punctual, hardworking and inquisitive.

We wish her every success in life.

For. Vaishali Automobiles & Electricals

Authorised Signator



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1	Cover Page	
2	Declaration	
3	Certificate of Organization	
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6	Title, Objective, and Time Duration of the Project	
7	Detail information of the organization selected	
8	Role and Learning during the Project	
9	Findings/Conclusion	
10	References	



## **Executive Summary:**

This internship program is to grant the students with real-time working experience and to prepare them to participate in the fieldwork opportunity, to explore and the link between academic preparation and field work for the students, and to help participants in the development and implementation of the major research project, which will serve to culminate in the practical experience.

Individual training is customized to the requirements and benefits of each student in the program. As a component of the training experience, students should play an active role in finding suitable training for them. The internship provides a different opportunity for students during training programs to expand familiarity in choosing their field, to discount what they have in importance in a strict line of business, and to develop professional network links, develop Personal skills or get some credit points.

The internship at FIRM/ DEALERSHIP OF International Tractor Private Limited ( Sonalika tractor ) is focused on the project encompasses introduction to the topic, recruitment, selection, training and development. Each chapter contains detailed discussion of the HR functions followed by Organization Practice at FIRM/DEALERSHIP OF International Tractor Private Limited (Sonalika Tractor) which basically conveys how things are done in the HR Department.



## **Conclusion**

One of the main HR related challenges within the VAISHALI AUTOMOBILE is due to the complexities of the automotive market itself which offers great profitability and success but challenges and failure are never far. The Chinese automotive market is the largest and one of the most diverse markets worldwide - as always, the greatest differences lie between rural and urban regions. The overall movement of qualified employees towards the developed coastal cities in Eastern China, means that HR Managers will generally experience major difficulties in attracting and retaining talented staff in those less developed and lower-tiered cities in Central and Western China - around 84% of young professionals work and live in either Shanghai or Beijing. Overall HR Duty is to keep the employees satisfied make sure that they get the performance bonus and also frequent hike in their salary keep them interested in working with the company which enables the employees to work more efficiently and meet their designated goals.



# WAVE CURATIVE SYSTEM

ECG Machine | Multipara Monitor | TMT | Defibrillator | Hospital Bed & ECG Roll  
Mob. No. 9878837772, 9407412551 | Email: [sutkar\\_dharmendra77@rediffmail.com](mailto:sutkar_dharmendra77@rediffmail.com)  
Office Add. : B 34, Indrasen Complex, Jears Compound, Indore M.P. | Correspondence : 54 B Pushy Nagar Khayrana Road Indore M.P.

## CERTIFICATE OF COMPLETION

This is to certify that Miss. Vaishnavi Bhamore from Indore Institute of Management and Research, Indore has completed The Internship Program with Wave Curative System as HR (Intern) from 10<sup>th</sup> October, 2022 to 30<sup>th</sup> November, 2022.

During the Internship Program, her performance was satisfactory and best to the firm. She is found to be committed to the assignment and tasks assigned and have shown a desire to learn and complete the task systematically.

We wish her all the success in the future endeavors.

For Wave Curative System



Mr. Dharmendra Sutkar

Founder



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## Executive Summary

During my internship I gained practical knowledge on how the human resource division of an organization operates and coordinates its activities to ensure smooth functioning of the organization at all levels by ensuring right numbers of people are available at the right time to do the right job. Not only that I have also gained insight into the working culture of the organization and observed how Wave curative systems handles its employees with value and empowerment to ensure they are motivated to give their best to the organization. The report starts with an organization profile of Wave curative system giving its background, mission, vision, its products and services, the hierarchy and organogram of the organization. The next section is the comprises the project, Human Resource Management in Wave curative . The project encompasses introduction to the topic, recruitment, selection, training and development. Each chapter contains detailed discussion of the HR functions followed by Organization Practice at Wave curative system which basically conveys how things are done in the HR Department. The next part of the project carries out SWOT Analysis that touches upon strengths, weakness, opportunities and threats to the organization followed by findings and recommendation on critical factors regarding Human Resource Management of Wave curative system. Finally there is the conclusion followed by references





## Conclusion

From the above discussion it can conclude such a way that since human resource management is a continuously practicing issue so it plays a significant role on organizations overall performance. If an organization wants to gain full benefit from human resource management it should follow all the sections of HRM. As a small AMC few persons are recruited for its operations and performances. But it will expand soon or later and then the number of HR employee may not be enough to run the company. Committed and trustworthy employees are the most significant factors to becoming an employer of choice, it is no surprise that companies and organizations face significant challenges in developing energized and engaged workforces. However, there is abundance of research to demonstrate that increased employee commitment and trust in leadership can positively impact the company's bottom line. In fact, the true potential of an organization can only be realized when the productivity level of all individuals and teams are fully aligned, committed and energized to successfully accomplish the goals of the organization. Thus, the objective of every company should be to improve the desire of employees to stay in the relationship they have with the company.



**INDORE INSTITUTE OF MANAGEMENT  
AND RESEARCH**



**Batch 2021 - 2023**

**Internship Report**

**On**

**“IN THE FIELD OF SALES AND MARKETING”**

**Faculty guide**

Dr. Vishal getee

*Vishal*  
*12/12/22*

**Student name**

Gunjan kadam

**Internal Examiner**

**External Examiner**

*Gunjan*

**Date :**



## Certificate of Organization



# CERTIFICATE OF INTERNSHIP



THIS CERTIFICATE IS PROUDLY PRESENTED TO

GUNJAN KADAM

SALES & MARKETING INTERNSHIP

*We are happy to certify that Miss Gunjan Kadam has been a part of Sales & Marketing team at Charisma Organization for 60 days spanning over 03<sup>rd</sup> October 2022 to 30<sup>th</sup> November 2022. We appreciate her hard work & contribution. We wish her bright & successful future.*



**SIGNATURE**



**30-11-2022**

**DATE**



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3.	Area under observation  <b>Project work-</b>  ❖ Banking and finance ❖ Product credit card ❖ Market research and analysis ❖ Market segments and consumer behavior ❖ Branding and promotional activity ❖ Revenue generation and profit making ❖ Product feedback and development	15-23	



4.	Role and learning during the project <ul style="list-style-type: none"> <li>❖ Product knowledge</li> <li>❖ How to sales product</li> <li>❖ What is the meaning of GIFTS?</li> <li>❖ Describe of GRAPS</li> </ul>	23-27	
5.	Detail analysis {competitor analysis and market analysis} <ul style="list-style-type: none"> <li>✓ Market research and Analysis</li> <li>✓ Learning graph in market</li> <li>✓ What is the important of close circle, how to put close ?</li> <li>✓ How to training new employees</li> <li>✓ Describe of LOA,LOP and TPS</li> </ul>	28-30	
6.	Findings and conclusion	31	
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## TITLE, OBJECTIVES AND TIME DURATION OF THE PROJECT

The title of the project is "The role of sales executive in marketing field an in Charisma organization.". Sales titles can range from salesperson to sales director. Within the sales department, there are different types of sales positions such as inside sales representative, outside sales representative, etc.

- ❖ Sales associate
  - ❖ Sales representative
  - ❖ Sales manager
  - ❖ Sales development representative
  - ❖ Sales skills
  - ❖ Salesperson
1. Inside 2. Outside

- **Sales associate:** - An effective job title will typically include a general term, the level of experience and any special requirements. The general term will optimize your job title to show up in a general search for jobs of the same nature. The level of experience will help you attract the most qualified applicants by outlining the amount of responsibility and prior knowledge required. And if your position is specialized, consider including the specialization in the job title as well
- **Sales representative:** - The sales represented title is usually used for a general sales role whose job is to showcase and sell solution to organization. They may sell from within the office or out in the field. If you want to get more specific, you'll see below that there are alternative including ones with modifiers like inside\ outside representative
- **Sales manager:** - The Sales Manager will create an environment that fosters continuous learning within the sales department and provides unparalleled motivation in order for the department to reach its targets. He is responsible for training, coaching, and monitoring the sales team's performance and ensuring sales objectives are not only met,



## **Findings and conclusion**

This internship was definitely an interesting experience. It was very hands on and I gained a lot of insight into what it's like to work with a startup. My mentality and attitude about it also changed over the course of the internship. I started off enthusiastic and determined, and ended off with the complete opposite. Before this internship I was one of those people that believed that it's okay if an internship paid because of the experience you get out of it. Not anymore.

In Charisma organization my internship experience is my first experience so it was amazing and I am developed in my personality are improving my communication skill and grooming my confidence level I am so glad to give me this opportunity I realized that I could have completed the work earlier than I did. Also, the technical parts of the job were a bit flawed and I asked multiple times to correct it.

There are two thing I am learned in this office my experience is firstly how to improve your mindset and confidence level and get in your self-motivation in improved in 60 days internship so thank you charisma organization for developed my personality and my motivation.

**THANK YOU.**



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



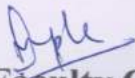
Batch 2021 - 2023

## Internship Report

On

“Finance Internship of Flexituff Ventures”

**Student Name**  
**Ritika Mathur**

  
**Faculty Guide**  
**Assistant Professor**  
**Dimple Sukhija**

**Internal Examiner**

**External Examiner**

**Date:**





**FlexiTuff**  
VENTURES

**Flexituff Ventures International Limited**

(Formerly Flexituff International Limited)  
C41-50, SEZ Sector-3,  
Pithampur-454 775, Distt. Dhar (M.P.)  
Phone: +91-7292-420200, 401681-82-83  
Email: mail@flexituff.com | www.flexituff.com  
CIN : L25202MP1993PLC034616

TO WHOM IT MAY CONCERN

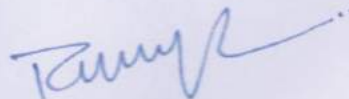
Date: 16<sup>th</sup> November 2022

This is to certify that **Ms. Ritika Mathur** a student of MBA (Finance & HR) from Indore Institute of Management & Research, Rau, Indore, has done her training in the field of Finance & Submitted project report on :- **"A COMPREHENSIVE STUDY ON FINANCE in Flexituff"**.

She has done her training for the period of 11<sup>th</sup> October 2022 to 11<sup>th</sup> November 2022, she has proved to be efficient in completing her training.

We find her to be a hardworking & diligent person and wish her all the success in future.

For FLEXITUFF VENTURES INTERNATIONAL LTD.



Rahul Vyas

Manager (Quality Management Systems & Trainings)



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## INTERNSHIP DETAIL

My internship program with FLEXIFLEX VENTURES was for 1 month and was the journey I'll always associate. The learning I had from this internship is very valuable.

This report is the result of my internship. During the internship, it was required to study the organization, department of the organization and critically analyze the theoretical aspects of the organization in the practical situation. The organization was suitable for internship assignment because it has trained and qualified personnel and willing to be associated.

### **OBJECTIVE OF REPORT**

This internship report is divided into four parts. Introduction about the organization, product range and production process, issues covered during the internship, goals and responsibilities, learning and feedback during the internship and conclusions.

- To understand the structure of an organization.
- To know the source of financing in the organization.
- To understand finance and export procedure.
- To gain a deeper understanding of how a finance division works.
- To gain early understanding and appreciation of the practical life, real life situation challenges associated with application of the theoretical knowledge.
- To learn various concept of finance.
- To understand the challenges faced by the finance department.



## CONCLUSION

Flexituff International Ventures Ltd., a company promoted by the renowned Kalani Group from Indore. Flexituff is the first company to start BOPP printed & laminated PP woven bag in India about seven years back. It is the leader in jumbo bags, big bags, container and liners. Due to continuous support and strength derived from its own R&D and the international quality set and maintain by its team of researchers, Engineers & Professionals. Today, Flexituff is exporting to more than 40 countries in the world and has been receiving best awards year after.

In a nutshell, this internship has been an excellent and rewarding experience. I can conclude that there have been a lot I've learnt from my work at Flexituff ventures. I can safely say that my understanding of the job environment has increased greatly. I was able to practically understand the scope finance in any organization.



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



Batch 2021 - 2023

## Internship Report

On

### “Human Resources Management of Charisma Organization”

*Mini*  
Student Name  
Mini Agrawal

*Dimple*  
Faculty Guide  
Prof. Dimple Sukhija

Internal Examiner

External Examiner

Date:





# CERTIFICATE OF INTERNSHIP



THIS CERTIFICATE IS PROUDLY PRESENTED TO

MINI AGRAWAL

HR & MARKETING INTERNSHIP

*We are happy to certify that Miss Mini Agrawal has been a part of Hr & Marketing team at Charisma Organization for 60 days spanning over 03<sup>rd</sup> October 2022 to 30<sup>th</sup> november 2022. We appreciate her hard work & contribution. We wish her bright & successful future.*



A handwritten signature in black ink, appearing to read 'Mini Agrawal'.

**SIGNATURE**

**30-11-2022**

**DATE**

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4.1	Units of HR Division



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4.1.3	Training & Development
	<b>Chapter 5: Company Analysis</b>
5.1	SWOT Analysis
6	Findings and Recommendations
7	Conclusion
8	Reference





### Executive Summary

During my internship I gained practical knowledge on how the human resource division of an organization operates and coordinates its activities to ensure smooth functioning of the organization at all levels by ensuring right numbers of people are available at the right time to do the right job. Not only that I have also gained insight into the working culture of the organization and observed how Charisma Organization handles its employees with value and empowerment to ensure they are motivated to give their best to the organization.

The report starts with an organization profile of Charisma Organization giving its background, mission, vision, its products and services, the hierarchy and organ gram of the organization.

The next sections the comprises the project, Human Resource Management in Charisma Organization. The project encompasses introduction to the topic, recruitment, selection, training and development.

Each chapter contains detailed discussion of the HR functions followed by Organization Practice at Charisma Organization which basically conveys how things are done in the HR Department. The next part of the project carries out SWOT Analysis that touches upon strengths, weakness, opportunities and threats to the organization followed by findings and recommendation on critical factors regarding Human Resource Management of Charisma Organization. Finally there is the conclusion followed by references.



### Executive Summary

During my internship I gained practical knowledge on how the human resource division of an organization operates and coordinates its activities to ensure smooth functioning of the organization at all levels by ensuring right numbers of people are available at the right time to do the right job. Not only that I have also gained insight into the working culture of the organization and observed how Charisma Organization handles its employees with value and empowerment to ensure they are motivated to give their best to the organization.

The report starts with an organization profile of Charisma Organization giving its background, mission, vision, its products and services, the hierarchy and organ gram of the organization.

The next sections the comprises the project, Human Resource Management in Charisma Organization. The project encompasses introduction to the topic, recruitment, selection, training and development.

Each chapter contains detailed discussion of the HR functions followed by Organization Practice at Charisma Organization which basically conveys how things are done in the HR Department. The next part of the project carries out SWOT Analysis that touches upon strengths, weakness, opportunities and threats to the organization followed by findings and recommendation on critical factors regarding Human Resource Management of Charisma Organization. Finally there is the conclusion followed by references.



## CHAPTER: 6

### FINDINGS AND RECOMMENDATIONS

#### **Findings of the study:**

- Compensation and Benefits: Compensation basically consists of direct and indirect compensation and Charisma Organization is very much concerned about both these types of compensation.
- They offer attractive package that is in per with current market practice in similar sector. They also offer bonuses and yearly incremental. For long term benefits, Charisma Organization has provision of Gratuity, Provident Fund.
- They also have leave planning for employees consisting of different kind of leaves according to employee needs.
- Performance Evaluation: The evaluation of employee's performance of Charisma Organization is not properly done by the HR division.
- Officers of the organization are competent even though many of them simply know the working procedure of what they are doing but don't know the philosophy behind doing those.
- Service quality of Charisma Organization is commendable. It is very important for every organization serve its customers so that it create a loyal customer base who will repeatedly buy its products and carry a long time relationship with the company as well as work as a spoken person to promote the products of the company to peers, friends, relatives, etc. This organization is really good at its service quality.

#### **Recommendations:**



**INDORE INSTITUTE OF MANAGEMENT AND  
RESEARCH**



**Batch 2021 - 2023**

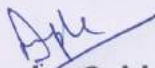
**Internship Report**

**On**

**“Human Resource Management Of Swastika  
Investmart Limited”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)**

**DAVV, Indore**

  
**Faculty Guide -  
Miss. Dimple Sukhija**

**Student Name -  
Piyali Saini**



ACKNOWLEDGEMENT

CERTIFICATE



**CERTIFICATE OF ACHIEVEMENT**

THIS IS PRESENTED TO

**Piyali Saini**

**For Completing 45 Days of Internship as in Human Resource.**  
We wish you all the very best for your future life.

**NETESH JAIN**  
MANAGEMENT HEAD



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## EXECUTIVE SUMMARY

During my internship I gained practical knowledge on how the human resource division of an organization operates and coordinates its activities to ensure smooth functioning of the organization at all levels by ensuring right number of people are available at the right time to do the right job. Not only that I have also gained insight into the working culture of the organization and observed how Swastika Investmart handles its employees with value and empowerment to ensure they are motivated to give their best to the organization.

The report starts with an organization profile of Swastika Investmart giving its background, mission, vision, its products and services, the hierarchy and organogram of the organization. The next section is the comprises the project, **Human Resource Management in Swastika Investmart Limited**. The project encompasses introduction to the topic, recruitment, selection, training and development. Each chapter contains detailed discussion of the HR functions followed by Organization Practice at Swastika Investmart which basically conveys how things are done in the HR Department. The next part of the project is about findings and recommendation on critical factors regarding Human Resource Management of Swastika Investmart. Finally there is the conclusion followed by references.



## ORGANIZATION PROFILE

**“SWASTIKA INVESTMART LIMITED”**

**CORPORATE AND ADMINISTRATIVE OFFICE-**

301, 3rd Floor Milinda Manor, Opposite TI Next Mall RNT Marg, Regal Square

Indore (M.P) – 452001 (0120-4400789, 4400700)

[www.swastika.co.in](http://www.swastika.co.in)



---

### **REGISTERED OFFICE**

Flat No.18, Floor 2, North Wing, Madhaveshwar Co-op-Hsg Society Ltd,  
Madhav Nagar, 11/12 S.V Road, Andheri W, Mumbai (MH) – 400058

022-26254568-69





> REFERENCES

> **CONCLUSION**

From the above discussion it can conclude such a way that since human resource management is a continuously practicing issue so it plays a significant role on organizations overall performance. If an organization wants to gain full benefit from human resource management it should follow all the sections of HRM. As a small Swastika Investmart Limited, few persons are recruited for its operations and performances. But it will expand soon or later and then the number of HR employee may not be enough to run the company. Committed and trustworthy employees are the most significant factors to becoming an employer of choice, it is no surprise that companies and organizations face significant challenges in developing energized and engaged workforces. However, there is abundance of research to demonstrate that increased employee commitment and trust in leadership can positively impact the company's bottom line. In fact, the true potential of an organization can only be realized when the productivity level of all individuals and teams are fully aligned, committed and energized to successfully accomplish the goals of the organization. Thus, the objective of every company should be to improve the desire of employees to stay in the relationship they have with the company.



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021- 2023**

## **Internship Report**

**On**

### **“Finance Internship”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)**

**DAVV, Indore**

*Apple*

**Faculty Guide**

**Prof. Dimple Sukhija**

**Student Name**

**Ankita Khapre**



# Offer Letter Of An Internship



**SIDALCEAS EduTech**

AIC RAISING BUILDING,  
RATHINAM TECHZONE CAMPUS,  
POLLACHI MAIN ROAD,  
EACHANARI,  
COIMBATORE,  
TAMILNADU - 641021

Date: 26th September 2022

## OFFER LETTER

Dear Ankita khapre

We are delighted and excited to welcome you to SIDALCEAS EduTech as a Finance Intern. We believe that our biggest strength is our team and we take pride in hiring only the best and the brightest. Your work will be commencing from 31/10/2022 (Monday). We expect high standards of performance based on Honesty, Reliance, and Proficiency. Your appointment will be governed by the terms and conditions presented on the next page.

Please do not hesitate to email us for any information you may need.

Regards,

Krishna Parmar  
HR Head  
SIDALCEAS EduTech

CONTACT US:

info@sidalceasedutech.com | +91 9778552480



## Certificate Of An Internship



# CERTIFICATE OF INTERNSHIP

DATE OF ISSUE: 01st December, 2022

THIS CERTIFICATE IS PROUDLY PRESENTED TO

**ANKITA KHAPRE**

for successfully completing her internship as Finance Intern, at SIDALCEAS EduTech for a duration of one month from 31st October 2022 to 30th November 2022.

During the internship she had displayed professional traits and managed to complete all assigned tasks as requested. She was hardworking, dedicated and committed.

A handwritten signature in blue ink that reads "Kaviya PS".

**KAVIYA PS**  
Chief Operations Head



## Letter Of Recommendation



AIC RAISING BUILDING,  
RATHINAM TECHZONE CAMPUS,  
POLLACHI MAIN ROAD,  
EACHANARI,  
COIMBATORE,  
TAMILNADU-641021

### LETTER OF RECOMMENDATION

It is our pleasure to provide this letter of recommendation to Ankita Khapre who has been a hard-working intern at SIDALCEAS EduTech from 31th October 2022 to 30th November 2022. She was found to be extremely dedicated, exemplifying professional attitude and commitment towards her work and responsibilities as a Finance Intern.

The entire team of SIDALCEAS EduTech believes in the good character of Ankita Khapre which will make her suitable for any position she wishes to undertake as a career in future. We find her duly sincere, committed and a knowledgeable intern and a potential employee for an organization.

A handwritten signature in black ink that reads 'Kaviya PS'.

KAVIYA PS  
Chief Operations Head  
SIDALCEAS EduTech

CONTACT US:

info@sidalceasedutech.com | +91 9778552480



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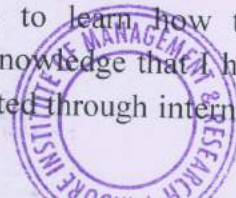


## INTRODUCTION

The internship is an integral platform for anyone to gain experience in a remote workplace. Thus, Finance Internship is a good opportunity for students to learn, to gain experience and also to make preparation. Men learn through experience, and a real life is full of different kinds of experiences. We will encounter many difficulties and obstacles, and with experiences we are expected to be able to encourage and complete the cleansing process. Experience in my eyes is a very valuable thing in life because we need to be brave in taking risks. It is also not something that we simply create, but we need to undergo through it. By doing my internship in an remote workplace, it helps me to know and discover myself from different angle. It also helps me to control and develop my attitude and behaviour in dealing with different kinds of people and situation.

I have decided to take the internship course to grab the golden opportunities to apply theories and knowledge that I have in real working life setting. Through learning in university, I learned about theories but by doing internship, I learned the practicality approach on dealing with a real world. Even though it was not that much, it still has profound results in some aspects of my life. In some ways, through the internship, I also have learned that I am still lacking as an individual and employee. Internship helps me to identify my weaknesses and also my strengths. Immanuel Kant once said, "Experience without theory is blind, but theory without experience is mere intellectual play." The other reason why I choose to take the internship course is as a preparation for more challenging work environment and situation. Our life in school and university is incomparable with working life. A working life is very challenging as it requires great effort, commitment, and abilities; those are something that I need to be prepared and trained to.

Apart from that, I really want to gain professional knowledge and skills by taking the internship course. At the same time, I also want to improve my communication skills and ability to interact with people. I realize that by being part of working society, I will need to meet different people around through this internship and I will have to communicate with them to settle their needs. Undergoing internship also helps to make me learn on how to work in a systematic organization. It helps me to learn how to be independent in accomplishing my tasks. Besides, all knowledge that I have learnt through my learning in classroom can be implemented through internship. Not only that, by



## CONCLUSION

Overall, internship is a really good program and recommended to my fellow friends. It helps to enhance and develop my skills, abilities, and knowledge. It was a good experience and memories as not only I have gained experience, but also new friends and knowledge. SIDALCEAS Edutech also a good place to do the internship since it provide numerous benefits and advantages to the practical trainees. The treatment by the company was just, equitable and professional. I've learned from different units and people. I am grateful and thankful to my steam leader chinmayi ma'am, and the department of In-Business Control for the experiences and tutoring. They also help me to handle some of my weaknesses and provided guidance to me whenever I am in need. I think the one month duration for the internship was not enough for me to learn more in details about the jobs. I wish the internship program will be make as a core subject and I am encouraging for the students of Finance to grab the opportunity to do internship as it will help us to identify your strength, abilities, weaknesses and more.





# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

**Internship Report**

**On**

**“HR Executive”**

**“Aashmaan Foundation”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)**

**DAVV, Indore**

*Hukreja*

**Faculty Guide -**

Prof. Hanish Kukreja



*Pandey*

**Student Name -**

Aditi Pandey

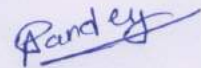
## DECLARATION

I hereby declare that the Project Work entitled “**Aashmaan Foundation**”, has been carried out by me under the guidance of **Prof. Hanish Kukreja**, at Indore Institute of Management and Research, Indore. The internship/project work is original and has not violated any of plagiarism norms.

I also declare that this Project has not been submitted to any University/ Institute for the award of any Degree/Diploma.

Place: Indore

Date: 04/12/2022



Aditi Pandey



# CERTIFICATE OF INTERNSHIP

PLATINUM

*Certificate*

—◇— OF INTERNSHIP —◇—

THIS IS TO CERTIFY THAT

**ADITI PANDEY .**

FROM INDORE WAS ASSOCIATED  
WITH AASHMAN FOUNDATION IN THE CAPACITY OF AN INTERN  
FROM OCTOBER 2021 TO APRIL 2022 WITH OUR  
HUMAN RESOURCES GROUP.

HE/SHE HAS COMPLETED HIS/HER INTERNSHIP  
WITH THREE AND HALF STAR PERFORMANCE

APRIL 22



*Munishpundir*  
FOUNDER / DIRECTOR



*Batch ka Taaj*

This certificate is presented to

*Aditi Pandey*

For achieving the 3rd level of certification during the 21 days task of hiring in Human Resource.

*Tuesday, May 17, 2022*

For Aashman Foundation  
*V. Anand*  
Auth. Signatory



## **ACKNOWLEDGEMENT**

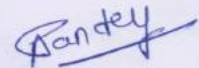
The most awaited moment of successful completion of endeavor is always a result of persons involved explicitly or implicitly there in. It is impossible without the help and guidance of the people around to carry on this research work. I take the opportunity to express my sincere gratitude to each and every person who gave me the guidance and help for preparing the report.

I take this opportunity to thanks **Dr. Rishi Dubey**, Indore Institute of Management and Research for providing me an opportunity to work for this internship research.

I am also desirous of placing on record profound indebtedness to **Prof. Hanish Kukreja** and all the members of faculty of Indore Institute of Management and Research, Indore, for the valuable advice, guidance, precious time and support that they offered.

I would also like to thank **Mr. Munish Pundir** for giving his precious time and relevant information for successful completion of this project.

My strength and inspiration are the blessings of my parents and my friends. I owe all my success and achievements to them.



Aditi Pandey



## CONCLUSIONS

AASHMAAN FOUNDATION is an NGO that helps widows, Underprivileged children, Underprivileged old ones, and destitute ones. They conduct various campaigns and camps like Milk for everyone, Sanitary pads for the needy, etc. As an intern, I was responsible for recruiting people for internships. This process involved hosting vacancies on various platforms like LinkedIn, Facebook, Instagram, Internshala, Etc. The candidates are then followed by screening eligible profiles. The shortlisted candidates were then made to fill up the application form for further processing. The second task of the internship is that I have been given a direct promotion as an HR Executive, Where I had to manage 29 interns allotted to me and a Core Team of two Interviewers, two Process Partners, and an MIS. I have to guide the interns daily on recruiting tasks in which they have to collect potential leads. The Core Team will then process all I will be reporting to my Group Supervisor daily on the interns' performances. I will also have to train existing employees of the organization and assigning their tasks.

It was an absolute worth while experience working at Aashmaan Foundation the management had created a space for me that allowed me with amphal of to learn and know myself as a part of the NGO. This experience brought out my strength and also the areas I needed to improvise it has added more confidence to my professional approach build a stronger positive attitude and taught me how to be a team player as an overall.

The primary objective of an internship is together a real life working experience and apply our bookish knowledge we learnt in classroom to put it out to practice in the business word I am grateful to the entire team of Human Resource Department of the NGO for there unprecedented support to make my working experience truly rewarding especially working in this department made me realise my competencies and level of



**INDORE INSTITUTE OF MANAGEMENT  
AND RESEARCH**



**Batch 2022 - 2023**

**Internship Report**


**On**

**Consumer durable loan**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)**

**DAVV, Indore**

**Student Name.  
Abhishekh kumar shukla**

  
**Guide faculty  
prof Hanish kukreja**



## DECLARATION

I hereby declare that the Project Work entitled “**consumer durable loan**”, has been carried out by me under the guidance of Hanish kukreja at Indore Institute of Management and Research, Indore. The internship/project work is original and has not violated any of plagiarism norms.

I also declare that this Project has not been submitted to any University/ Institute for the award of any Degree/Diploma.

Place: Indore

Date:

Abhishekh Kumar Shukla





# Certificate of APPRECIATION



This internship program certificate is proudly awarded to

ABHISHEKH KUMAR SHUKLA

for his/her outstanding completion of the internship program  
at Bajaj Finance Limited Form 28-09-22 - 08-11-22

Handwritten signature of Ravi Vishwakarma in blue ink.

**Ravi Vishwakarma**  
Area Sales Manager  
CD-Growth South West

Handwritten signature of Mahendra Gupta in blue ink.

**Mahendra Gupta**  
Regional Sales Manager  
CD-Growth South West



## **ACKNOWLEDGEMENT**

The most awaited moment of successful completion of endeavor is always a result of persons involved explicitly or implicitly there in. It is impossible without the help and guidance of the people around to carry on this research work. I take the opportunity to express my sincere gratitude to each and every person who gave me the guidance and help for preparing the report.

I take this opportunity to thanks (Dr. Rishi Dubey), Indore Institute of Management and Research for providing me an opportunity to work for this internship research.

I am also desirous of placing on record profound indebtedness to Hanish kukreja and all the members of faculty of Indore Institute of Management and Research, Indore, for the valuable advice, guidance, precious time and support that they offered.

I would also like to thank (Mr.Deepakl) for giving his precious time and relevant information for successful completion of this project.

My strength and inspiration are the blessings of my parents and my friends. I owe all my success and achievements to them.



Abhishekh kumar shukla

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## CHAPTER: 3 REVIEWS OF LITERATURE / THEORETICAL BACKGROUND

### 3.1 Reviews of Literature

- P. Neethikumar (2016) in their research paper titled “Determinants of Consumer Behavior towards Durable Goods” He Attempted to evaluate various socio-economic variables on the consumer behavior towards purchasing durable goods. Logistic regression analysis was used to identify the relationships between dependent variable (Consumer behavior towards durable goods) and independent variables (Persuasion of family members, relatives, advertisement, price, income, and peer group pressure, availability of loans, festival discount, and occasions in home). The logistic regression model is shown as the following form. higher income but lower levels of academic achievement and occupational status than late replacement (Bayous 2009) apart from the technical issues socio-cultural factors also influence the behavior of the consumer various cultural and economic factors that affect women's decision making power: urban women, women in nuclear families, educated women, and working women generally have more decision making power than rural women, women in extended families, illiterate women, and unemployed women. in the same line Company or Brand Name, guarantee / warrantee, Price, and After Sales Service are the important factors in purchase of durables. The results showed that This study as pre-research for future research will help various stakeholders (e.g., national or regional agencies, market researchers, product developers, and other related groups) and researchers understand consumer behavior.



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



Batch 2021 - 2023

## Internship Report

On

**“Onboarding and Data Sanatization”**

A handwritten signature in blue ink, appearing to read 'Abhishek'.

Student Name  
**Abhishek Yadav**

A handwritten signature in blue ink, appearing to read 'Hanish'.

Research Guide  
**Prof. Hanish Kukreja**

Principal  
**Dr. Rishi Dubey**

External Examiner



Date:

## DECLARATION

I hereby declare that the Project Work entitled “**Onboarding and Data Sanatization**”, has been carried out by me under the guidance of (Prof. Hanish kukreja designation), at Indore Institute of Management and Research, Indore. The internship/project work is original and has not violated any of plagiarism norms.

I also declare that this Project has not been submitted to any University/ Institute for the award of any Degree/Diploma.

Place: Indore

Date:



*Abhishek*  
(Abhishek Yadav )

**TO WHOM SO EVER IT MAY CONCERN**

05<sup>th</sup> Dec 2022

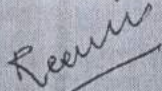
This is to certify that **Mr. Abhishek Yadav** student of **Indore Institute of Management & Research, Indore** has completed his training at VE Commercial Vehicles Ltd. Pithampur from 03<sup>rd</sup> Nov 2022 to 05<sup>th</sup> Dec 2022.

During this period, he did the project on – “**Onboarding Processes, Data Handling, VE Connect Data Sanitization & Personal File Management.**”

He has worked under the guidance of **Mr. Rajnish Upadhyay – Manager**. He has completed the project and his performance was **Good**.

We wish him all the best for his future.

For VE Commercial Vehicles Ltd.  
(A Volvo Group and Eicher Motors joint venture)

  
**Reena Mishra**  
(Deputy Manager - Human Resources)



VE Commercial Vehicles Ltd.  
102, Industrial Area No. 1,  
Pithampur - 454 775  
Distt. Dhar (M.P.), India

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[www.vecv.in](http://www.vecv.in)

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3rd Floor Select City Walk  
A-3 District Centre, Saket,  
New Delhi - 110017, India  
Email: [info@vecv.in](mailto:info@vecv.in)

**VOLVO**

 **EICHER**

### Declaration by Student Trainee for Internship Training

(To be submitted by Trainee along with the application)

Subsequent to my application for Internship training at ETB (a part of VECV) I, Abhishek Yadav  
-----hereby accept the VECV training /internship for the period from 3/11/2022 to 5/12/2022. We also  
hereby agree to undertake /abide by the following terms and condition read with rules pertaining to the  
VECV Internship /training .

1. That I shall abide by the discipline, rules, regulations, safety & other instructions of VECV and shall continue the course besides confirming to abide by such rules and regulations as already prescribed /to be prescribed from time to time by the competent authority of the VECV.
2. That I give undertaking to the effect that I shall not resort to any malicious activities /cause any sort of indiscipline .Failure on the part of it by the rules and regulations laid down will lead the authorities to discontinue the training of undersigned candidate.
3. That I shall not be provided with any kind of insurance coverage including at the time of using the company's transport system (if any) which is on my request, for the duration of training in connection with the training /internship .
4. That I declare that I have very good health and undertake that if any untoward due to my previous disease happen during the training then the company or its employee shall not be held responsible. I am also giving medical certificate in this regard.
5. That company is not taking any responsibility for the travel ,accommodation any my living expenses .On request company may allow the travelling in the company's transportation .However it is expressly agreed that company shall not be held responsible or statutory liable for any accidental damage /injury and related compensation .
6. On joining all research carried out by the trainee during the course of the internship /training will remain the sole property of VECV
7. That I ll be subject to performance review as and when deemed necessary by VECV.
8. Publications of any kind presentations at national meetings /workshop of the research material generated under the program prior written permission of VECV is mandatory.
9. The Certificate shall be provided strictly based on my attendance, behavior and my performance.
10. Dress code during the training shall be decent & formal.





## ACKNOWLEDGEMENT

The most awaited moment of successful completion of endeavour is always a result of persons involved explicitly or implicitly there in. It is impossible without the help and guidance of the people around to carry on this research work. I take the opportunity to express my sincere gratitude to each and every person who gave me the guidance and help for preparing the report.

I take this opportunity to thanks (**Dr. Rishi Dubey**), Indore Institute of Management and Research for providing me an opportunity to work for this internship research.

I am also desirous of placing on record profound indebtedness to (Prof. Hanish kukreja) and all the members of faculty of Indore Institute of Management and Research, Indore, for the valuable advice, guidance, precious time and support that they offered.

I would also like to thank (**Mr. Nikhilesh SinghVE Commercial Limited**) for giving his precious time and relevant information for successful completion of this project.

My strength and inspiration are the blessings of my parents and my friends. I owe all my success and achievements to them.



*Abhishek*  
(Abhishek yadav)



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



Batch 2021 - 2023

## Internship Report

On

**“ HR Executive at Aashmaan Foundation”**

Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore

A handwritten signature in black ink, appearing to read 'Hanish Kukreja'.

**Faculty Guide -**

Prof. Hanish Kukreja

A handwritten signature in blue ink, appearing to read 'Astha Pandey'.

**Student Name -**

Astha Pandey



# CERTIFICATE OF INTERNSHIP

GOLD

## Certificate

—◇— OF INTERNSHIP —◇—

THIS IS TO CERTIFY THAT

### Astha Pandey

FROM KATNI WAS ASSOCIATED  
WITH AASHMAN FOUNDATION IN THE CAPACITY OF AN INTERN  
FROM OCTOBER 2021 TO JANUARY 2022 WITH OUR  
ASSISTANT SUPERVISOR HUMAN RESOURCES GROUP

HE/SHE HAS COMPLETED HIS/HER INTERNSHIP  
WITH THREE STAR PERFORMANCE

JANUARY 22



*Munishpundir*  
FOUNDER / DIRECTOR

*@Astha*



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## INTRODUCTION ABOUT THE NGO

### "AASHMAAN FOUNDATION"

AASHMAAN Foundation was started in the year 2009, as a group of people who wanted to give something back to the society in some or the other way. Later in the year 2012 it got registered as a Non Governmental Organization. AASHMAAN Foundation is working for the upliftment and betterment of the less-privileged kids. It works in the field of child's education, health and his rights.

Started as a group of 10 friends, today AASHMAAN Foundation has more than 100 volunteers who work hard round the year for the betterment of the society.

Over the years, AASHMAAN Foundation has conducted plethora of projects which not only includes grass-root level projects which are directly related to the kids but also includes fund-raising events.

Aashmaan Foundation, a non profit organization which works for upliftment of the families of single income widows and supports the women by empowering them with skills that enable them to become the bread earners of their family. Skills like stitching, beauty parlour, patient care, computers etc are taught by the NGO.

'Let's be ready for Red' a campaign by Aashman Foundation distributes sanitary napkins as well as underwears to the women who are underprivileged and do not have the means to purchase such commodities. The campaign rests at the heart of the issue



## CONCLUSION

It was an absolute worth while experience working at Aasman Foundation the management had created a space for me that allowed me with amphal of to learn and know myself as a part of the NGO. This experience brought out my strength and also the areas I needed to improvise it has added more confidence to my professional approach build a stronger positive attitude and taught me how to be a team player as an overall.

The primary objective of an internship is together a real life working experience and apply our bookish knowledge we learnt in classroom to put it out to practice in the business word .

I am grateful to the entire team of Human Resource Department of the NGO for there unprecedented support to make my working experience truly rewarding especially working in this department made me realise my competencies and level of understanding regarding the human resources on completion of the internship period I came to know about the importance of human resource and the role of HR manager ,HR supervisor ,Talent acquisition manager and hiring manager in an NGO.

As an intern thought I had a limited areas to work as it was the first time that such virtual intensive took place for them and even for a still I manage to Grab plentiful experience is as I was promoted in my third week of intensive I meet the best of every opportunity.

I was given and made the atmos use of my abilities and knowledge to fullfill all my responsibilities I could implement my academy is skills into practice and my efforts were highly acknowledge by my superior and mentor there was however some gap between knowledge and a real life practice.

Hence I can sum of by saying that my virtual internship experience was a milestone to my academic and professional experience I thoroughly enjoyed the challenges that came along every single day I could also bring some minor improvisation during my internship these lessons that I have learnt will be valuable for my future endeavours as well.



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



Batch 2021 - 2023

Internship Report

On

**“Pro Fincare Private Company Limited In The  
Field Of Human Resource Manager”**

A handwritten signature in blue ink, appearing to read 'Hukreja'.

Faculty guide

Prof. Hanish Kukreja

Internal Examiner

Date:

A handwritten signature in blue ink, appearing to read 'Charu Jain'.

Student name

Charu Jain

External Examiner





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## **TITLE, OBJECTIVES AND TIME DURATION OF THE PROJECT**

The title of the project is "The role of human resource manager in an organization". The key roles of HR responsibilities as under

- Information sharing
- Hiring
- Conflict resolution
- Maintain the harmonious relations between managers

**Information sharing** – As I am performing a role of HR manager in pro Fincare private limited. Working on a team helps a person do more than they could have done alone – well, when things go right. A team needs to know how to share ideas and communicate relevant information about its work to be better than going at it alone.

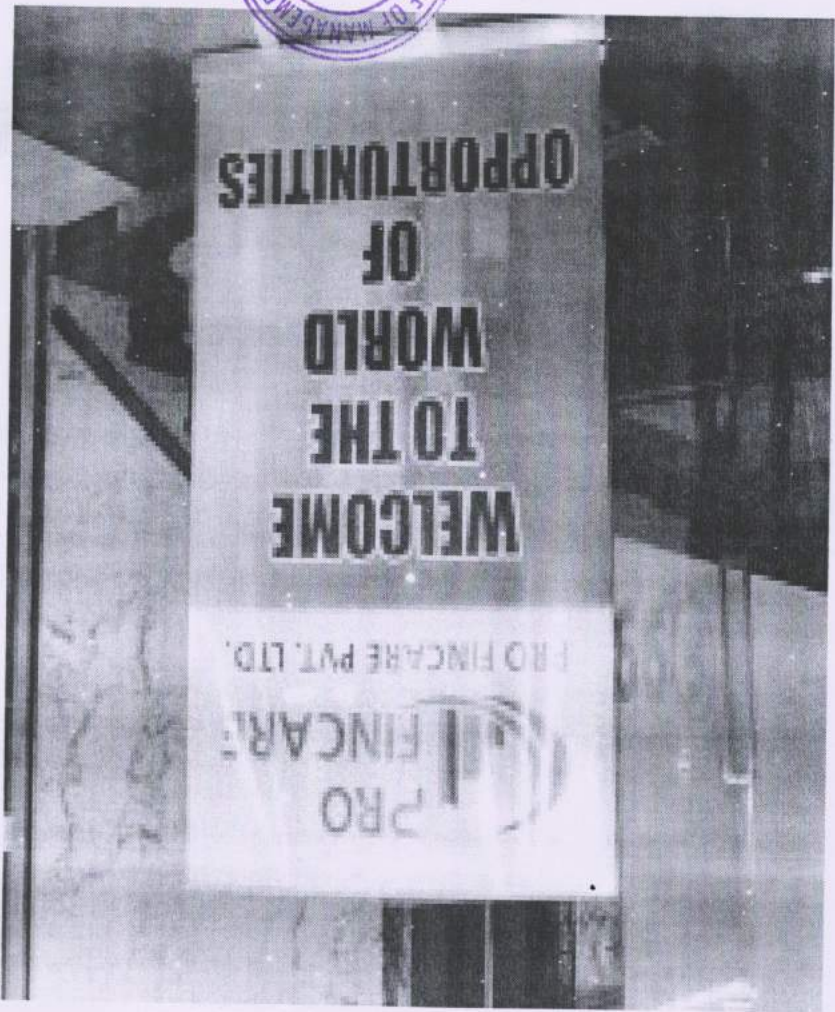
Without effective communication and information-sharing, my team will likely run into questions, misunderstandings, and other obstacles that put everyone behind. *With* effective communication and information-sharing, my team is in line to go better than any one person could.

**Hiring**-Selecting the right employee is an important goal for the recruitment team and establishing the correct process can enhance the experience of the Candidate, Interviewer, Hiring Manager and the HR Department. It can also help increase the effectiveness of your business.

The whole recruiting process is already being altered by technology. Everything is being digitized, from shortlisting resumes to conducting interviews to employee onboarding. HR professionals should ensure that they follow the correct Recruitment and Selection processes and attract the best workforce for their organization.

**Conflict resolution** - I need to find creative and strategic ways to resolve employee conflicts, that are beneficial not only to the worker but also your organization. Allowing both sides to





**Findings and conclusion –**

In conclusion, this internship has been a very useful experience for me. I can safely say that my understanding of the job environment has increased greatly. However, I do think that there are some aspects of the job that I could have done better and that I need to work on. I need to build more confidence in applying accounting principles. I realized that I could have completed the work earlier than I did. Also, the technical parts of the job were a bit flawed and I asked multiple times to correct it.

The two main things that I learned after my experience in this firm are the importance of time management and being self-motivated.

**References**

**<https://www.zaubacorp.com/company/PRO-FINCARE-PRIVATE-LIMITED/U65999DL2017PTC323071>**



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



**Batch 2021 - 2023**

**Internship Report**

**On**

**“Recruitment”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

**Faculty Guide**

**Prof. Nayan Bhidodiya**

**Student Name**

**Aditi Tiwari**



## DECLARATION

I hereby declare that the Project Work entitled "**Recruitment**", has been carried out by me under the guidance of Prof. Nayan Bhidodiya, at Indore Institute of Management and Research, Indore. The internship/project work is original and has not violated any of plagiarism norms.

I also declare that this Project has not been submitted to any University/ Institute for the award of any Degree/Diploma.

Place: Indore

Date

Aditi Tiwari



# Certificate



## CERTIFICATE

To whomsoever it may concern

03<sup>rd</sup> Dec, 2022

This is to certify that **Ms. Aditi Tiwari**, III Sem student of **MBA** from Indore Institute of Management and Research, Indore (MP) undergone **02 Months** Industrial training in HR department from 03/10/2022 to 03/12/2022 under the guidance of Mr. Javed Akhtar- Chief Manager- HR & Admin.

She has successfully completed the training & project work on "Recruitment and HRM"

We found her sincere and very hardworking during the training and wish her tremendous success in all future endeavors.

Thanking you,

Yours faithfully

For SRF LIMITED

  
Javed Akhtar  
Chief Manager- HR and Admin



**SRF LIMITED**  
Block C, Sector-45,  
Gurgaon-122 0911  
Haryana, India  
Tel : +91 124 4154495  
Fax : +91 124 4154599  
Website : www.srf.com

Corporate Identity No. : L18101DL1970PLC005192

**Regd. Office :**  
SRF LIMITED  
The Galleria, I.I.F. Mayapuri Vihar, Unit No. 236 & 237  
Second Floor, Mayapuri Phase, Okhla Link Road  
Mayapuri Vihar Phase I, Extn. Dwarka-110 091  
Tel : 011 49462970

**SRF LIMITED**  
Plot No. 675, Industrial Area,  
Sector-3, Village Bagdoli,  
Pithampur  
Dist-454 775  
MP, India

## ACKNOWLEDGEMENT

The most awaited moment of successful completion of endeavor is always a result of persons involved explicitly or implicitly there in. It is impossible without the help and guidance of the people around to carry on this research work. I take the opportunity to express my sincere gratitude to each and every person who gave me the guidance and help for preparing the report.

I take this opportunity to thank Dr. Rishi Dubey, Indore Institute of Management and Research for providing me an opportunity to work for this internship research.

I am also desirous of placing on record profound indebtedness to Prof. NayanBhidodiya and all the members of faculty of Indore Institute of Management and Research, Indore, for the valuable advice, guidance, precious time and support that they offered.

I would also like to thank Praveen Sharma Sir for giving his precious time and relevant information for successful completion of this project.

My strength and inspiration are the blessings of my parents and my friends. I owe all my success and achievements to them.

Aditi Tiwari





## Conclusion

SRF is committed to improving the quality of life through its wide range of products and services. SRF is recognized and well respected for its R&D capabilities globally, especially in the niche domain of chemicals. The company's strong workforce of close to 7,000 works dedicatedly towards maintaining its legacy across India, Thailand, South Africa and Hungary. Additionally, SRF has customer footprints in more than ninety countries. In Indore SRF has Two Production lines i.e. BOPP & BOPET and has four plants SEZ ,DTA-1 , DTA-2 & AL-TECH.

As I was in DTA-1 , My internship has been an excellent and rewarding experience. I can conclude that I've learned a lot during my internship period. I can safely say that my understanding of the job environment has increased. I was able to practically understand the HR & Admin, all the operations of an HR along with the compliances of my organization.



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**  
**Internship Report**

**On**

**“Bajaj FinServ Ltd.”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

**Faculty Guide**  
**Mr. Nayan Bhidodiya**

**Student Name**  
**Akash Pal**



## DECLARATION

I hereby declare that the Project Work entitled “**Bajaj FinServ Ltd.**”, has been carried out by me under the guidance of Mr.NayanBhidodiya, at Indore Institute of Management and Research, Indore. The internship/project work is original and has not violated any of plagiarism norms.

I also declare that this Project has not been submitted to any University/ Institute for the award of any Degree/Diploma.

Place: Indore

Date:10/12/2022

Akash Pal



## **ACKNOWLEDGEMENT**

The most awaited moment of successful completion of endeavor is always a result of persons involved explicitly or implicitly there in. It is impossible without the help and guidance of the people around to carry on this research work. I take the opportunity to express my sincere gratitude to each and every person who gave me the guidance and help for preparing the report.

I take this opportunity to thanks Dr. Rishi Dubey, Indore Institute of Management and Research for providing me an opportunity to work for this internship research. I am also desirous of placing on record profound indebtedness to Mr. Nayan Bhidodiya and all the members of faculty of Indore Institute of Management and Research, Indore, for the valuable advice, guidance, precious time and support that they offered.

I would also like to thank Mr. Arpit for giving his precious time and relevant information for successful completion of this project.

My strength and inspiration are the blessings of my parents and my friends. I owe all my success and achievements to them.

Akash Pal



# Certificate

of APPRECIATION



This internship program certificate is proudly awarded to

AKASH PAL

for his/her outstanding completion of the internship program  
at Bajaj Finance Limited Form 28-09-2022 - 08-11-2022

Handwritten signature of Ravi Vishwakarma in blue ink.

**Ravi Vishwakarma**  
Area Sales Manager  
CD-Growth South West

Handwritten signature of Mahendra Gupta in blue ink.

**Mahendra Gupta**  
Regional Sales Manager  
CD-Growth South West



## CONCLUSION

- Maximum Consumer are satisfied with the services provided by Bajaj finserv.
- 0% scheme affect consumer buying behavior.
- According to analysis most consumer are satisfied but some are not satisfied with bajaj finance.
- If customer comes to take one product, when he comes to know about 0% finance he take more than one product or he/she takes higher price product.
- Many customers don't know about 0% finance scheme.
- Consumers are not aware of insurance scheme provided with Bajaj credit finance.
- Consumers are not ready to pay the extra charges (processing fees).
- 0% finance scheme effect consumer buying pattern.
- Most of consumer is not aware of extended warranty provided by Bajaj finance.
- Due to 0% finance scheme consumer regularly (every 4-5 months) purchase product.
- Consumer is ready to take credit finance due to 0% of rate of interest.



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023  
Internship Report**

**On  
“Retail Branch Banking”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)  
DAVV, Indore**

**Faculty Guide**

**Mr. Nayan Bhidodiya**



**Student Name**

**Amey Shinde**

# ACKNOWLEDGEMENT

Date: Nov 25, 2022

## TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Amey Shinde** of Indore Institute of Management And Research, Indore was assigned in the capacity of an intern to our Branch, Axis Bank Ltd from **September 20<sup>th</sup>, 2022 to November 20<sup>th</sup>, 2022** - 60 working days internship with our **Retail Banking Group**. He has successfully completed the project.



**ASHVIN SHARMA**  
Branch Head  
Axis Bank Ltd.  
Sepna Sangita Road Br., Indore  
Emp. Code-33674  
S.S. No.-6195

For the Officer: **ASHVIN SHARMA**

Axis Bank

Branch Head, Sapna Sangita Road Indore Branch





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## History of Axis Bank

Axis Bank is the third largest private sector bank in India.

Axis Bank, Earlier known as UTI Bank but UTI Bank was Government first private sector bank, for using UTI name Bank has to pay royalty, so board of directors decided to change the name from UTI to Axis Bank in 2008 that is why IFSC code of Axis bank is still with the name of UTI Bank.

Axis Bank is one of the first new generation private sector banks to have begun operations in 1994.

The Bank was promoted in 1993, jointly by Specified Undertaking of Unit Trust of India

(SUIT) then known as Unit Trust of India), Life Insurance Corporation of India (LIC),

General Insurance Corporation of India (GIC), National Insurance Company Ltd., The New India Assurance Company Ltd., The Oriental Insurance Company Ltd. and United India Insurance Company Ltd.

The Bank has a large footprint of 4,594 domestic branches (including extension counters) with 11,333 ATMs and 10,000 cash recyclers spread across the country as on 31st March, 2021. The Bank has 6 Virtual Centres and 100 Virtual Relationship Managers as on 31st March 2021. The Overseas operations of the Bank are spread over eight international offices with branches at Singapore, Dubai (at DIFC) and Gift City-IBU; representative offices at Dhaka, Dubai, Abu Dhabi, Sharjah and an Overseas subsidiary at London, UK. The international offices focus on Corporate Lending, Trade Finance, Syndication, Investment Banking and Family Businesses.



## Conclusion

Even though the bank is showing a satisfactory performance in the retail area, it is not sufficient enough to compete with the new generation banks. At the same time it is sure that if the bank overcomes the existing drawbacks it will be difficult for all other banks to compete with UBI. This is mainly because majority of the customers have good faith in the bank. The existing drawbacks have not much affected this faith of the customers. So the bank should take solid steps to overcome these problems.

Completing a summer internship is a crucial step in securing a full-time role within the investment banking industry. Internship programs typically target penultimate-year undergraduates with an interest in finance. An internship will involve long hours, a fast-paced environment, and high standards with acute attention to detail.

The internship will offer an insight into life as a junior analyst in a bank and will give interns the opportunity to learn more about the industry and learn from experts in the field. No day as an investment banking intern is the same, and you can expect a range of tasks from creating pitch books to industry research and financial modeling. Networking and high-quality work outputs will help to maximize the chance that you'll receive the offer of a full-time position.



**INDORE INSTITUTE OF MANAGEMENT AND  
RESEARCH**



**Batch 2021 - 2023**

**Internship Report**

**On**

**“Financial Product and Services at Swastika  
Investmart Limited”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)**

**DAVV, Indore**

**Faculty Guide -  
Mr. Nayan Bhidodiya**

A handwritten signature in blue ink, appearing to be 'Nayan Bhidodiya', written over the printed name.

**Student Name -  
Sudhir Ajmera**



# CERTIFICATE



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➤ **ABOUT COMPANY**

**COMPANY PROFILE**

**“SWASTIKA INVESTMART LIMITED”**

**CORPORATE AND ADMINISTRATIVE OFFICE-**

301, 3rd Floor Milinda Manor, Opposite TI Next Mall RNT Marg, Regal Square

Indore (M.P) – 452001 (0120-4400789, 4400700)

**[www.swastika.co.in](http://www.swastika.co.in)**



---

**REGISTERED OFFICE**

Flat No.18, Floor 2, North Wing, Madhaveshwar Co-op-Hsg Society Ltd, Madhav Nagar,  
11/12 S.V Road, Andheri W, Mumbai (MH) – 400058

022-26254568-69

## CONCLUSION

In the most industrialized country, a substantial part of financial is not managed directly by savers but by financial intermediary, which implies existence of an agency contract between the investor (the principle) and a broker or a portfolio manager (the agent). A brokerage firm is a financial institutions that facilitates the buying and selling of financial securities between a buyer and seller. Swastika has followed a consistent growth path and is established as one of the leading broking houses of the country with the support and confidence of its clients, investors, employees and associates. It is the corporate member of all the premier stock and commodity exchanges strives to provide best value for money through personalized services, high standard of corporate governance, and highest levels of transparency, accountability and integrity in all its activities. It is a corporate member of all the premier stock and commodity exchanges strives to provide best value for money through personalized services, high standards of corporate governance, and highest levels of transparency, accountability and integrity in all its activities.

Investment in stock market gives higher return as compared to other investment options and it is better than trading. For investment in stock market one should have some investment Knowledge and understanding regarding stock market. Investment in stock market should be on the basis of their study, brokers, advice and market situation.. The returns in the stock market are much higher and quicker, and given the precondition that you are able to dedicate your full unbiased time to the stock market, there is no better option available. But at the same time, the risks are double. So, if you do not have the time, never invest in the stock market. As you know that stock market is full of risks but if you manage to overcome it you can be successful also known as the equity market the stock market is one of the most vital components of a free-market economy as it provides companies with access to capital in exchange for giving investors a slice of ownership in the company. It is considered another option to raising money for funding the company's growth instead of debt.





# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

## **Internship Report**

**On**

**“Digital Banking in India Post Payments Bank”**

**Submitted in the partial fulfillment for the**

**Requirements of the degree of MBA**

**DAVV, Indore**

  
**Research Guide**

**Dr. Asha Mishra**

  
**Research Scholar**

**Prachi Sharma**



# CERTIFICATE

To whomsoever it may concern

This is to certify that Ms. Prachi Sharma, MBA student of IIMR, has done internship at India Post Payments Bank Indore branch from 15<sup>th</sup> Oct 2022 to 30<sup>th</sup> November 2022.

Her performance during the same was satisfactory.

Regards,  
Kritika Arora  
Manager-IPPB Indore



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## OVERVIEW INDUSTRY OF THE INDIAN BANKING

As per the Reserve Bank of India (RBI), India's banking sector is sufficiently capitalised and well-regulated. The financial and economic conditions in the country are far superior to any other country in the world. Credit, market and liquidity risk studies suggest that Indian banks are generally resilient and have withstood the global downturn well.

The Indian banking industry has recently witnessed the rollout of innovative banking models like payments and small finance banks. In recent years India has also focused on increasing its banking sector reach, through various schemes like the Pradhan Mantri Jan Dhan Yojana and Post payment banks. Schemes like these coupled with major banking sector reforms like digital payments, neo-banking, a rise of Indian NBFCs and fintech have significantly enhanced India's financial inclusion and helped fuel the credit cycle in the country.

The digital payments system in India has evolved the most among 25 countries with India's Immediate Payment Service (IMPS) being the only system at level five in the Faster Payments Innovation Index (FPII). India's Unified Payments Interface (UPI) has also revolutionized real-time payments and strived to increase its global reach in recent years.

The Indian banking system consists of 12 public sector banks, 22 private sector banks, 46 foreign banks, 56 regional rural banks, 1485 urban cooperative banks and 96,000 rural cooperative banks in addition to cooperative credit institutions. As of September 2021, the total number of ATMs in India reached 213,145 out of which 47.5% are in rural and semi urban areas.

In 2020-2022, bank assets across sectors increased. Total assets across the banking sector (including public and private sector banks) increased to US\$ 2.67 trillion in 2022.

In 2022, total assets in the public and private banking sectors were US\$ 1,594.51 billion and US\$ 925.05 billion, respectively.

During FY16-FY21, bank credit increased at a CAGR of 0.29%. As of FY21, total credit extended surged to US\$ 1,487.60 billion. During FY16-FY21, deposits grew at a CAGR of 12.38% and reached US\$ 2.06 trillion by FY21. Bank deposits stood at Rs. 165.74 trillion (US\$ 2.11 trillion) as of May 20, 2022.

According to India Ratings & Research (Ind-Ra), credit growth is expected to hit 10% in 2022-23 which will be a double digit growth in eight years. As of July 29, 2022 bank credit stood at Rs. 123.69 lakh crore (US\$ 1,553.23 billion).

As of July 29, 2022 credit to non-food industries stood at Rs. 123.36 lakh crore (US\$ 1.54 trillion).



## CONCLUSION

India Post Payments Bank is going to bring about a massive change in the economic and social system of the country. Our government has earlier linked millions and millions of poor families to the banks through Jan-Dhan accounts. And today we are starting the task of taking the banks to the doorsteps of villages and poor through this initiative. 'Your Bank at Your Doorstep', this is not just a slogan. It is our commitment, it is our dream."

India Post Payment Bank, as a pioneer in introducing many innovative products and marketing concepts in the domestic banking sector, represents a milestone in the banking history of India as it started an era of modern banking either customer satisfaction measured as a focal objective while doing business. Today India Post Payments Bank holds one of the strongest networks. India Post Payments Bank has focus on customer satisfaction by providing highly acclaimed service. India Post Payments Bank has good cooperation within and outside organization.

The internship at India Post Payments Bank helped intern to gain in-depth knowledge about real working environment, interpersonal and communication skills, organizational culture and behaviour, professional qualities and team building spirit as well as working principles of commercial banks. Besides, observing and learning the various activities in the different departments, intern performed the various task during that period, intern found that customers are the key focus and greatest asset of the bank. Thus, the bank always focused to maintain long term relationship with customer and retain them by providing better services. Employees are directly linked with these customers so employee must behave in decent and peaceful way. Similarly, proper coordination and cooperation among all departments is needed for growth of organization.

During the internship period I got chance to get familiar with the activities performed in Customer Service departments. The process of issuing balance statement and balance certificate and process of issuing new card to the customers whose cards had been expired were learnt. In this course I got an opportunity to assess the requirements in a cheque, deposit slip, account opening form, account closing, the various information revealed by balance statement, the need of balance certificate, the requirements of dispatching new cards to the expired card holders and much more. Overall, the internship program has been really very fruitful in enhancing the practical knowledge of mine.



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



**Batch 2021 - 2023**

**Internship Report**

**On**

**“Business Development Executive”**

**Submitted in the partial fulfillment for the  
Requirements of the degree of MBA (CORE)**

**DAVV, Indore**

A handwritten signature in blue ink, appearing to read 'Sapna Nagotra'.

**Faculty Guide**

**Dr. Sapna Nagotra**

A handwritten signature in blue ink, appearing to read 'Vinay Potphode'.

**Student Name**

**Vinay Potphode**



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## Introduction

### 6. Project title: Business Development Executive

#### Description:

This project briefly covers market research on various Anik preferred outlets and AnikADC (Anik distributor centre) along with the Anik distributors.

Time Frame – 13/10/2022 to 26/11/2022

Time period	Work
14/10/2022 -17/10/2022	Know about the company's and products and price know about distributors (under Nitin sir)
18/10/2022 – 22/10/2022	Learn marketing how to tell shopkeepers about the products (under Deepak sir)
28/10/2022 – 1/11/2022	Sales and marketing with Vaibhav sir
2/11/2022 – 5/11/2022	Sales and marketing with Dharmendra sir
7/11/2022 -15/11/2022	Sales and marketing individual cover and work with Anik distributor
17/11/2022 – 19/11/2022	Saw how distributors work
21/11/2022 -26/11/2022	Worked for ADC, lead generate and calls for new ADC

In this project report the current position of the Anik dairy retailer shops in Indore division. This all information can be useful for the company in taking decisions which will help to eliminate the problems and generate more sales & increase the profit.





## 12. Conclusion:

On complete analysis of the Questionnaire, it is concluded that ADC (Anik distribution centre) has good reputation in the market and it has 100% satisfied customer but lack proper distribution and marketing. Very few distributors are in a particular area which not only is resulting in improper distribution but also resulting in monopoly of these distributors. The position ADC can be uplifted in the market by sound marketing and proper distribution channel which results in delivery on time.

Anik (Sourabh milk) has a good reputation and name because of existence in the market for so many years especially through the name of "Sourabh chai special".

Within short span of time Anik has launched so many products which are still lacking promotion and availability. Anik has customer driving power but is not able to retain customer due to unavailability of the newer products.

It's been great experience working with Anik and doing promotional activity for new products. The market survey has helped a lot in understanding forward integration of Anik to link directly with the customer. It has helped me in not only knowing the business potential of Anik as a brand through its sales in adc and distributors but also knowing Anik in leap and bound like knowing its pattern of distribution, depth of the Anik products, margin associated with Anik products, business structure of Anik milk products.



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



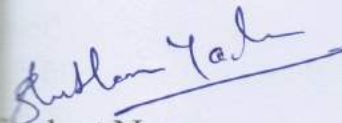
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Batch 2021 - 2023  
Internship Report

On

“Human Resource”

  
Student Name

Subham Yadav

Faculty Guide

Dr. Vishal Geete

Internal Examiner



External Examiner

Date:

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## CERTIFICATE

This is to certify that the “Internship report” submitted by Shubham Yadav is work done by him and submitted during 2021 – 2023 academic year, in partial fulfillment of the requirements for the award of the degree of MASTER OF BUSINESS ADMINISTRATION, at INDORE INSTITUTE OF MANAGEMENT AND RESEARCH.

**Dr. Rishi Dubey**  
Principle IIMR



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	CONCLUSION	



# Mylan

Better Health  
for a Better World™

Mylan's business in India began in 2007 with the acquisition of Matrix Laboratories Limited. The deal transformed Mylan overnight into one of the world's largest manufacturers of active pharmaceutical ingredients (API) and allowed us to vertically integrate the production of our finished dosage form (FDF) medicines. Today, Mylan has a significant and growing presence in India. We have a workforce of approximately 35,000 people, about half of which are based in India.

Today, Mylan has over 40 manufacturing facilities, 21 of which are located in India. Those 21 facilities include API facilities, OSD facilities and Injectables facilities, which manufacture our high-quality medicines for markets all over the world. Our manufacturing capabilities in India include a range of dosage forms, such as tablets, capsules and injectables, in a wide variety of therapeutic categories.

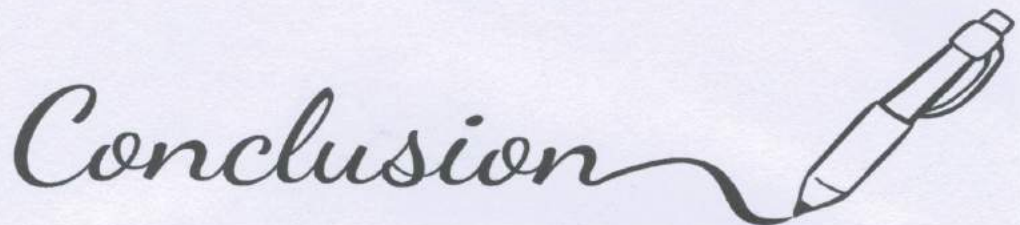
Our API businesses provide high-quality APIs to third parties around the world and antiretroviral products for people living with HIV/AIDS. More than 40% of the nearly 21 million HIV+ patients being treated today – and 60% of the world's HIV+ children – depend on one of our products.

In addition, Mylan has a growing commercial presence domestically. Our current franchises include Critical Care, Hepato Care, HIV Care, Onco Care and Women's Health Care.

Our presence in India goes beyond manufacturing, sales and marketing. Hyderabad is home to one of Mylan's two global R&D centers of excellence. The center has extensive experience working with health authorities from multiple countries. It also is fully integrated with the company's global R&D function, creating a unique and efficient, 'round-the-clock' research, development, clinical and regulatory capability.



# Conclusion



*In a nutshell, this internship has been an excellent and rewarding experience. I can conclude that there have been a lot I've learnt from my work at Cemosis. Needless to say, the technical aspects of the work I've done are not flawless and could be improved provided enough time. As someone with no prior experience with Node.js whatsoever I believe my time spent in research and discovering it was well worth it and contributed to finding an acceptable solution to build a fully functional web service. Two main things that I've learned the importance of are time-management skills and self-motivation.*



# INDORE INSTITUTE OF MANAGEMENT AND RESEARCH



Batch 2021 - 2023

Internship Report

On

“Human Resource Management”

Student Name

Faculty Guide

**PRADEEP YADAV**

**Dr. Vishal**

A handwritten signature in blue ink, appearing to read 'Pradeep', is written over the printed name.

Internal Examiner

External Examiner

Date:



# **INDORE INSTITUTE OF MANAGEMENT AND RESEARCH**



## **CERTIFICATE**

This is to certify that the “Internship report” submitted by **PRADEEP YADAV** is work done by her and submitted during 2021-2023 academic year, in partial fulfillment of the requirements for the award of the degree of **MASTER OF BUSINESS ADMINISTRATION, at INDORE INSTITUTE OF MANAGEMENT AND RESEARCH.**

**Dr.Rishi Dubey**  
Principle IIMR

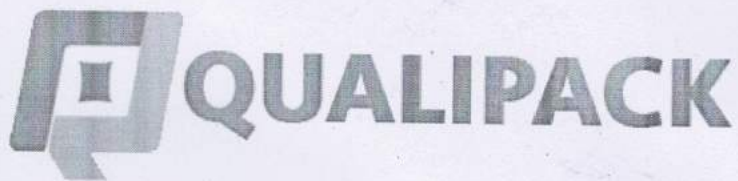




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3.	IMPORTANCE OF HUMAN RESOURCE MANAGEMENT
4.	RECRUITMENT
5.	TRANING AND DEVELOPMENT
6.	CONCLUSION





## Qualipack Packaging's Pvt.Ltd.

QUALI PACK started business of manufacturing, supplying, and exporting of Bags and Packaging Material with a vision to attain utmost client satisfaction. Our range consists of FIBC – BIG-BAGS, HDPE/PP Woven Fabrics, HDPE/PP Woven Sacks / Bags & Multicolor Printed BOPP Laminated PP Woven Sacks / Bags, and others. We are efficiently supported by our team of experts, which has long voyage of experience and proficient technique to handle different processes of manufacturing and designing, thus ensuring the delivery of high quality products. We pride itself with deep knowledge and competence in Polymer Extrusion and Weaving technology. We now present the best mix of Quality, cost and Delivery, in the Bulk Packaging Market.

Quali Pack Packaging Pvt. Ltd. is a company that prides itself with deep knowledge and ability in producing Polymer Weaving Application. With over 25 years of experience in the versatile business and being in the industry, we now present the best of Quality, cost and Delivery, in the Big Bag (FIBC), PP Woven Small Bags/Sacks and Fabric Market.



- Analysing the current manpower inventory- Before a manager makes forecast of future manpower, the current manpower status has to be analysed. For this the following things have to be noted-
- Type of organization
- Number of departments
- Number and quantity of such departments
- Employees in these work units
- Once these factors are registered by a manager, he goes for the future forecasting.
- Work Load Analysis: It is dependent upon the nature of work load in a department, in a branch or in a division.
- Work Force Analysis: Whenever production and time period has to be analysed, due allowances have to be made for getting net manpower requirements.

## **Need of Manpower Planning**

Manpower Planning is a two-phased process because manpower planning not only analyses the current human resources but also makes manpower forecasts and thereby draw employment programmes. Manpower Planning is advantageous to firm in following manner:

- Shortages and surpluses can be identified so that quick action can be taken wherever required.
- All the recruitment and selection programmes are based on manpower planning.
- It also helps to reduce the labour cost as excess staff can be identified and thereby overstaffing can be avoided.
- It also helps to identify the available talents in a concern and accordingly training programmes can be chalked out to develop those talents.
- It helps in growth and diversification of business. Through manpower planning, human resources can be readily available and they can be utilized in best manner.
- It helps the organization to realize the importance of manpower management which ultimately helps in the stability of a concern

## **Conclusion**



Based on the findings of this research, it is recommended that the management of Qualipack Packaging's Pvt.Ltd. continues to ensure that the HR policy, which is a result of the Manufacturing Industry strategy to use human resource, among others, to achieve outstanding performance every year, is upheld. In addition, copies of the HR policy should be made available to all employees to ensure widespread dissemination and application of the policies. Management should continue to ensure that the recruitment and selection process is, and seen to be fair. There should be measures that will ensure that all recruitment and selection practices adhere to the standards and policies of the company since effective recruitment and selection practices will ensure positive financial returns for the company, either through ensuring effectiveness on the part of employees, or minimization of costs associated with training and retraining of employees.

**Thank You**

