



Savitribai Phule Pune University  
सवित्रीबाई फुले पुणे विद्यापीठ



**A**

**On Job Training Project Report**

**On**

**“Mula Sahakari Bank Ltd. Sonai”**

**Submitted To**

**Savitribai Phule Pune University, Pune**

**For the Partial Fulfillment of MASTER OF COMMERCE**

**Submitted By**

**JAGTAP NIKITA CHANDRAKANT**

**M.com I**

**Under The Guidance Of**

**Dr. Liyakat R. Sayyad**

**ARTS, COMMERCE AND SCIENCE COLLEGE**

**Sonai Tal- Newasa Dist- Ahmednagar**

**2023-24**

UNDERTAKING FROM STUDENT

1. Name of the Student : Jagtap Nikita Chandrakat
2. Class : M.com I
3. Division and Roll Number : 625
4. Present address : At Post Sonai
5. Permanent address : At Post Sonai
6. Contact Number : 9322254477
7. Contact Number (Parent) :
8. Email ID : jagtapnikita000@gmail.com

To,  
The Principal,  
Arts Commerce and Science College Sonai  
Subject : Undertaking .....

Respected Madam / Sir,

I am studying in semester II of M.Com. I am going to join Mula Sahakari Bank Ltd. Sonai for my 120 hours On Job Training programme during 26 March 2024 --to 30 April 2024.

I assure that I will follow all the rules and instruction issued by the On Job Training providing organisation. I will be responsible for my behaviour and performance during the On Job Training period.

Thank you.

  
(Chandrakant Ramnath Jagtap)

Date :

Yours obediently,

(Jagtap Nikita Chandrakat)





# MULA SAHAKARI BANK Ltd. SONAI

Tal:- Newasa, Dist:- Ahmednagar - 414105

Phone, Fax (02427) 231255, 231055

Ref. No. /MSB/ 29 / 09 / 2024/25

Date- 24/04/2024

1. Name of the Student : Jagtap Nikita Chandrakant
2. Name of the College : M.Com.1<sup>st</sup> year
3. Division and Roll Number : 625
4. Address : A/P Sonai Tal.Newasa Dist.Ahmednagr
5. Contact Number : 9322254477
6. Email ID : jagatapnikita000@gmail.com
7. Special Subject : Business Administration
8. Internship start date : 26/03/2024
9. Internship end date : 30/04/2024

## LOG SHEET OF WORK PERFORMED DURING INTERNSHIP

Date	Time		Total Hours	Details of work done	Signature of Officer	Signature of student
	From	To				
26/03/2024	11am	5pm	6	Saving A/c		
27/03/2024	11am	5pm	6	Society saving		
28/03/2024	11am	5pm	6	Staff saving, Share, additional shares, bill sent collection		
30/03/2024	11am	5pm	6	Current deposit		
01/04/2024	11am	5pm	6	Monthly recurring		
02/04/2024	11am	5pm	6	Fix deposit, House & building loan		
03/04/2024	11am	5pm	6	Reinvestment deposit		
04/04/2024	11am	5pm	6	Commission A/c		
05/04/2024	11am	5pm	6	Advance A/c, Hire purchase loan		
06/04/2024	11am	5pm	6	Travelling expenditure		
08/04/2024	11am	5pm	6	Interest paid, Small scale building loan		
10/04/2024	11am	5pm	6	Postage charges		
12/04/2024	11am	5pm	6	Printing & stationery		



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Date: 24/04/2024

Date	Time		Total Hours	Details of work done	Signature of officer	Signature of student
	From	To				
15/04/2024	11am	5pm	6	Other charges. Bank staff loan		
16/04/2024	11am	5pm	6	Miscellaneous expenditure		
18/04/2024	11am	5pm	6	Cash credit. Gold loan		
19/04/2024	11am	5pm	6	Fix deposit loan. Salary loan		
20/04/2024	11am	5pm	6	Reinvestment loan. Surety loan		
22/04/2024	11am	5pm	6	Recurring loan A c		
Total Hours			120			

Certified that **Jagtap Nikita Chandrakant** has satisfactorily completed the internship programme assigned to him.

Name & Signature of supervisor

Name & signature of manager

Name & signature of section in charge

Date



**MULA SAHAKARI BANK Ltd. SONAI****Jal:- Newasa, Dist:- Ahmednagar - 414105****Phone, Fax (02427) 231255, 231055**

Ref. No. /MSB/ 291 09 / 2024/2025

Date- 24/04/2024

To,  
The Principal,  
Arts commerce & Science College,  
Sonai

Subject: Internship Completion Certificate

Dear Madam/ Sir,

I am happy to inform you that following students of your college have successfully completed the 'One Twenty Hours Internship Programme' in this organisation.

Sr.No.	Name of the student	Roll No.	Aadhar No.	Special Subject
1.	Jagtap Nikita Chandrakant	625	647155477363	Business Administration

These students have been provided with adequate exposure and necessary hands-on training pertaining to their special subject.

I am confident that these students will perform effectively in similar type of organizations.

I wish them every success in future endeavors.

Thank you.

Sincerely,



Manager

Mula sahakari bank Ltd.Sonai



Mula Education Society's

**ARTS, COMMERCE AND SCIENCE COLLEGE, SONAI**

Tal. Newasa, Dist- Ahmednagar – 414105



Ph.: 02427-299384 Email: sonaicollege@yahoo.co.in, mesacsccollege@gmail.com Website: www.acscollegesonai.edu.in

Affiliated to SavitribaiPhule Pune University, Pune (I.D.PU/AN/ASC/031/1989)

NAAC Re-accredited with 'A' Grade, DBT Star College Scheme, ISO 9001: 2015 Certified, AISHE Code – C-42096

## CERTIFICATE

This is certify that Shri / Miss..... Jagtap Nikita Chandrakant.....  
Of Class..... M.com - I ..... Roll No..... 625.....  
Exam Seat No..... has successfully completed Internship Program in the  
Organization /Firm..... Mula Sahakari bank Ltd Sonai.....  
..... From..... 26-3-2024 to..... 30-4-2024..... in the  
subject..... Business Administration..... as laid down by the SPPU, PUNE  
for the academic year 2023-2024.

Subject Teacher

External Examiner

H.O.D

Principal  
Mula Education Society's  
Arts, Commerce & Science College  
Sonai, Tal. Newasa, Dist. Ahmednagar (MH) Pin-414105