ANKIT KUMAR GUPTA

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Ranchi, JH 834003

EDUCATION

SARALA BIRLA UNIVERSITY - Ranchi, India   *Expected in 09/2026*
B-TECH (CSE): Computer Engineering

PROFESSIONAL SUMMARY

Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals. Motivated and enthusiastic student with history of tutoring others in multiple areas. Comfortable in personal and online settings. Detail-oriented, methodical and diligent. Detail-oriented team player with strong organizational skills. Ability to handle multiple projects simultaneously with a high degree of accuracy. To seek and maintain full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills.

SKILLS

- Technology Integration
- Study Techniques
- Online Tutoring
- Goal Setting

- Active Listening
- Problem Solving
- Effective Communication

PROFESSIONAL EXPERIENCE

Peer Tutor

Intern | GSM Private Limited - Ranchi, India   *03/2022 - 01/2024*

- Enhanced intern productivity by assisting with project coordination and providing ongoing support.
- Prepared comprehensive reports summarizing data analysis findings, informing key decision-makers of important trends and patterns.
- Actively participated in team meetings, offering insightful suggestions that led to innovative problem-solving strategies.
- Analyzed problems and worked with teams to develop solutions.
- Sorted and organized files, spreadsheets, and reports.
- Participated in workshops and presentations related to projects to gain knowledge.
- Completed research, compiled data, updated spreadsheets, and produced timely reports.