**Baljot Kaur**

Chattanooga, TN 37421 | Phone: 423-355-1253 | baljot101@gmail.com | www.linkedin.com/in/baljot

**Education**

**University of Tennessee, Knoxville** Knoxville, TN

*Bachelor of Science in Business Administration* Graduation: December 2023

Major: ***Business Analytics*** Minor: ***Data Science***

**Yonsei University S**eoul, South Korea

*International Business, Korean* *Language* Spring 2022

* Benjamin A. Gilman International Scholarship Recipient: Awarded by the U.S. Department of State’s Bureau of Educational and Cultural Affairs

**Polytech Academy at Chattanooga State Community College** Chattanooga, TN

*Associate of Applied Science in Computer Science* May 2019

Concentration: ***Programming***

**Related Experience**

**SmartBank** Chattanooga, TN

*Compliance Intern* May 2020 –August 2020, May 2021 –August 2021

* Combined Excel with **VBA coding** to create a seamless process for importing and exporting user data, resulting in significant time savings for the team
* Collaborated with the Knoxville branch to help merge two different user databases
* Analyzed database to ensure bank compliance with regulations

**First Place, TVA Case Competition**  Knoxville, TN

*EV Electric Volunteers* April 2021

* Played a key role in a successful collaboration within a four-member team, resulting in victory at the 2021 TVA Group Case competition
* Utilized strong analytical skills to identify key business problems and develop data-driven solutions
* Leveraged advanced problem-solving skills to tackle complex business challenges, and utilized tools such as **Excel** and **Tableau** to provide impactful visualizations

**Henderson Hutcherson & McCullough (HHM) CPA Firm**  Chattanooga, TN

*Processing Intern* May 2019 – August 2019

* Processed clientele workpaper and collaborated with various departments to help improve organization and efficiency
* Digitalized and organized thousands of workpapers to improve ease of access for company

**Chattanooga State Community College** Chattanooga, TN

*Computer Science Tutor* September 2018 – April 2019

* Leveraged tools such as Microsoft Visual Studio to explain code to students in Java and C#
* Communicated with students with varying computer knowledge and increased students' overall class grade within a handful of sessions

**Technical Skills**

* Data Management: Python, R, Tableau, SQL, VBA
* Programs: RStudio, Anaconda, Microsoft Visual Studios, Microsoft Office, MySQL
* Certifications: Excel 2019, Bloomberg Market Concepts (BMC) Certificate
* Language Skills: English, Hindi, Punjabi, Korean (passive knowledge)

**Honors & Activities**

**Business Analytics Society** (*Finance Committee)* Knoxville, TN | September 2022 - Present

**Systers: Women in EECS** (*Vice President)*Knoxville, TN | January 2021– September 2022

**Math Society (***Vice President)* Chattanooga, TN | August 2018 – April 2019

**Phi Theta Kappa** *(Member)*Chattanooga, TN | May 2019 - Present