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## OBJECTIVE

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I hold a Bachelor's degree in Business Administration (BBA) and have completed my schooling from Surat under Gujarat University. During my academic journey, I pursued various **certificate courses** to strengthen my skills in **business and analytics**. I actively participated in **college activities** and explored the **stock market** out of personal interest.

## EXPERIENCE

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Antwalk May 2024 - August 2024  
Finance Content and Program Intern Surat, Gujarat  
Responsibilities: As a Finance Content and Program Intern, I created engaging finance content, conducted research, optimized for SEO, supported finance programs, and collaborated with the team. I also engaged with audiences on social media to gather feedback and enhance interaction.

Edu Beginner Aug 2023 - Jan 2024  
Web content writer Surat, Gujarat  
Responsibilities: Write engaging and accessible content for an educational website. Integrate SEO to enhance the visibility and reach of articles. Blend creativity with strategic, data-driven writing.

## EDUCATION

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BBA - Navnirman Institute of Management (VNSGU) 2022 - 2025  
(Grade: 7.83 SGPA)  
Elective specialisation: Finance

Higher Secondary - Samithi English Medium School 2020 - 2022  
(Grade: 7.67 SGPA)  
Relevant stream: Commerce

## CERTIFICATION

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Data Visualisation Certificate course  
insights:  
- Prepared questions for a meeting with client senior leadership

- Created visuals for data analysis to help executives with effective decisions (Power BI)

[View Certificate](#)

#### Accounting Fundamental Certificate course

insights:

- Spreadsheet Basics: Understanding the layout and basic functions of Excel, such as cells, rows, and columns.
- Formulas and Functions: Using essential functions like SUM, and AVERAGE for financial calculations.
- Data Management: Sorting, filtering, and organizing data effectively in spreadsheets..

[View Certificate](#)

#### Data Visualisation using Power BI

- Created insightful dashboards to assist executive-level decision-making
- Developed client-focused visual reports for senior leadership meetings
- Gained hands-on experience with DAX, data modelling, and Power BI tools

[View Certificate](#)

### **ACHIEVEMENTS AND EXTRA-CURRICULAR ACTIVITIES**

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- Finance Quiz by NSE: Won state level Quiz with prize money ranked 3rd.
- Campus Ambassador: Building student community in college as well as in different colleges, developing relations with prospective students, and organizing campus events.

### **LANGUAGES KNOWN**

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- English
- Hindi
- Marathi
- Gujarati