

Kanika Sehgal

MBA / Public Relations



> Professional Experience

Lexicon Technologies Limited, Mumbai
Sr. Business Development Manager

2009 - 2011

Lexicon Technologies Limited specialises in commercial print designs for universities and educational institutes.

Job Responsibilities

- ✓ Learnt import & export procedures
- ✓ Actively participated in the back-end operations
- ✓ Participated in the organisational & legal documentation process

Whirlwind Creations, Gurgaon
Sales Associate

2011 - Present

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> Education Qualification

Masters in Business Administration [M.B.A.] in Intl. Business, 2009
University Business School, Panjab University, Chandigarh

Bachelor of Commerce [B.Com.], 2007
DAV College, Panjab University, Chandigarh

12TH [Commerce Stream - C.B.S.E.], 2004
St. Joseph Sr. Secondary School, Chandigarh

> General Information

D.O.B.: 01 October, 1988

D/O: Saurav K. Sehgal

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#875 New Palace Town,
Ambala, Haryana

M: 9991 - 111 - 222

E: kanika_sehgal@e-mail.com

> Extra Curricular

- ✓ Best speaker award in Toastmaster
- ✓ Participated in All India Biz. Contest
- ✓ Participated in Soft Skill Dev.

> Skills & Traits

- ✓ Well versed in computer operations
- ✓ Presentation, Workshops, Seminars
- ✓ Microsoft Office [Word/Excel/Powerpoint]

> Personal Attributes

- ✓ Excellent communication skills
- ✓ Strong analytical & persuasive skills
- ✓ Strong counseling ability

I hereby declare that all the mentioned details are true to the best of my knowledge.
Any additional references can be provided upon request.

