



KAMINI SINGH

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SKILLS

Microsoft Office, Microsoft Office, Excel, Powerpoint, Account Management, Strategic Planning, Social Media Marketing, Content Marketing, Online Marketing, Pivot Tables, Public Relations, Market Research, Event Coordination, Salesforce, Learning & Development,

Programming Languages: C, C++, Python

Web Development: HTML, CSS, JavaScript

Tools & Technologies: DBMS, Operating System

EDUCATION

Heritage Institute of Technology, Kolkata
Bachelor of Technology (B.Tech) in
Artificial Intelligence & Machine Learning

Expected Graduation: [JUNE, 2026]

CGPA:7

LANGUAGE

- ENGLISH
- HINDI

SUMMARY

As a B.Tech student specializing in Artificial Intelligence and Machine Learning at Heritage Institute of Technology, Kolkata, I am seeking an internship opportunity to leverage my skills in C, C++, and Python. I am passionate about applying my knowledge to real-world problems and enhancing student career choices through effective school counseling.

EXPERIENCE

Account Management Intern – Mission Helping Hands

28 Aug-28 Nov (2024)

- Prepared reports and established KPIs to measure campaign success
- Conducted monthly evaluations to assess and confirm customer interests
- Prepared project schedules and cost estimates for clients
- Demonstrated professionalism and interpersonal skills
- Knowledgeable in accounting, budgeting, and inventory management principles
- Familiar with organizational practices and project management basics
- Basic understanding of relational database concepts and practices

ACHIEVEMENT

- **Ranked in Online Coding Competitions:** Demonstrated strong problem-solving skills
- **HackHeritage 2024 Participant:** Showcased innovative solutions and technical expertise
- **Active NSS Member:** Contributed to community service and personal development

PROJECT

Enhancing Student Career Choices Through Effective School Counseling

- Developed a comprehensive counseling system to assist students in exploring and deciding on career paths.
- Implemented features such as personalized career recommendations and career guidance resources.