

## **Syeda Aribah**

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## **Education**

- Mount Carmel College (Autonomous), Bangalore , Karnataka  
Bachelor of Computer Applications (BCA) | (Pursuing) 2026 | 71%
  - St. Charles Women's PU College, Bangalore, Karnataka  
12<sup>th</sup> Commerce | 2023 | 93.2%
  - St. Joseph Convent Girls High School, Bangalore, Karnataka  
SSLC | 2021 | 74.56%
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## **Internship**

### **Organization- IDS Next Business Solution Pvt Ltd.**

- Role- Technical Writer from November 2024 to December 2024

Description- Detail oriented and organized Technical Writer intern with experience in creating and maintaining clear, accurate, and user-friendly documentation for technical products.

- Role- Marketing Intern from November 2023 to December 2023

Description- Collected and updated client data via Salesforce; contacted clients through emails and calls to verify General Manager's details.

- Role- SAAS Engineering Intern from May 2023 to July 2023

Description- Worked with Visual Studio, added code snippets to projects, and used Postman for API testing and result analysis.

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## **Technical & Creative Skills**

- Programming: C, SQL, Java, Python
- Web: HTML, CSS
- Tools: Postman, MS-Excel, Visual Studio, Canva.
- Skills: Technical Writing, Documentation, ERP basics, Content Structuring, Communication.

## **Project**

### [Excel Dashboard Project](#) |

Built an interactive dashboard using Excel with Pivot Tables, Charts.

Added slicers and filters for quick insights.

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## **Extracurricular Activities**

- Physical Science Association | Sub-Head of Logistics | Present

Coordinating logistics for association events and activities. Managing resources, schedules, and on-ground arrangements to ensure smooth execution.

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## **Languages Known**

- English
- Hindi
- Urdu