

# RACHEL BEENA B

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Rajajinagar Bangalore - 560010

## CAREER OBJECTIVE

Seeking an entry-level role in Operational Analysis to gain practical experience in business operations and process improvement. Aiming to develop skills in data interpretation and problem-solving. Committed to supporting a dynamic team, ensuring operational efficiency, and contributing actionable insights. Brings strong attention to detail, adaptability, and proactive approach to challenges to drive continuous growth and organizational performance.

## EDUCATION

<b>Mount Carmel College, Autonomous.</b>	<b>2026</b>
Bachelor of commerce	72.26%. ( 4 sem aggregate )
<b>St Joseph India composite pu College</b>	<b>2023</b>
Pre University.	84.33%
<b>Assumption English High School</b>	<b>2020</b>
SSLC	

## EXPERIENCE

### INTERNSHIPS

Internship: HR Recruitment

company: kenn it business solutions

Duration: july 7,2025 - august 2,2025

- Sourcing & Screening: Identified and evaluated candidate profiles for suitability.
- Interview Management: Assisted in conducting screenings and managing interview processes.
- Database Management: Maintained and updated recruitment databases efficient

### PROJECTS

• Led a 'Waste to Wonder' process improvement initiative to transform organic waste into a usable product. Developed and executed the project plan, demonstrating skills in logistics, planning, and sustainable operations

• Budget management

Managed ₹1000 budget for a small-scale event, ensuring effective allocation and cost control. Demonstrated financial planning and resource optimization skills.

- Researched the impact of digital transformation on financial services, analyzing the integration of CBDCs and identifying market trends in sustainable finance, such as green loans.
- Analyzed the integration of digital solutions within financial services, focusing on insurance and the emergence of eco-friendly offerings like green loans and specialized insurance products

## CERTIFICATE

- Internship Completion Certificate in HR Recruitment from Kenn IT Business Solutions
- ChatGPT for HR - Basics (2 hours), TSOW Community, July 10, 2025
- PowerBI Workshop, Office Master, August 3rd, 2025
- AI Tools and ChatGPT Workshop Certificate

### Technical Skills

- Microsoft Office Suite (Excel, PowerPoint, Word)
- Canva
- Power BI (Basic)
- Tableau (Basic)

### Soft Skill

- Team player
- Adaptable
- Enthusiastic
- Resourceful
- Time management
- Positive mindset

### Languages

- English (Fluent)
- Kannada (Fluent)
- Hindi (Basic)
- Tamil (Basic)