

# GUNJAN DUGAR

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## EDUCATIONAL QUALIFICATIONS

Course/Examination	Institution/University	Year of Passing	Performance
Bachelor of Commerce	Mount Carmel College Autonomous, Bengaluru	Pursuing	83.3% (Till 4 <sup>th</sup> semester)
CBSE	Assam Rifles Public School, Jorhat	2023	89%
ICSE	Carmel School, Jorhat	2021	89%

## INTERNSHIPS, LIVE PROJECTS (AND STARTUPS)

- Growth School**
    - Assisting in coordinating daily operations, ensuring smooth workflow
    - Manage and analyse operational data to prepare reports and track process efficiency
- [SEPT 2025- PRESENT]**
- Kochiva**
    - Collaborated with design team to create visuals that enhance brand identity
    - Maintained up-to-date knowledge of new technologies related to social media marketing
    - Generated ideas for creative content initiatives
- [MAY 2024- JUNE2024]**
- Janyakal Multipurpose Education Society**
    - Created grant proposals and donor communications to enhance engagement
    - Promoted campaigns through social media and digital channels
    - Analysed fundraising metrics to refine strategies and improve results
- [DECEMBER 2023]**

## PROJECTS UNDERTAKEN

- BLOOD DONATION DRIVE** (Assam Rifles Public School)
  - Organized a successful Blood Donation Drive with active participation from **150+ donors**. The event promoted community welfare and raise awareness about the importance of voluntary blood donation.

## AWARDS & ACHIEVEMENTS

- Appreciation by the **Cancer Aid Society** for raising funds in excess of INR **1 Lakh** to aid cancer patients nationwide.
- Appreciation by **HelpAge India** for creating awareness and assistance in raising funds for the care of the elderly.

## OTHER INTERESTS & ACTIVITIES

- LANGUAGE SKILLS**
  - English, Hindi, Marwadi, Assamese, French
- TOOLS AND TECHNOLOGIES**
  - Microsoft Office Suite (MS Excel-NICT)
  - Canva
  - Digital Marketing (Internshala)
- SOCIAL ENDEAVOURS**
  - CANCER AID SOCIETY**- Generated funds for cancer aid society for nationwide cancer control program
  - Distributed food supplies to financial deprived families during the Covid-19 pandemic.