

ZUHA TAHREEM

Age: 20 years Mobile: +91 9108019252 E-mail: zuhajaz05@gmail.com

SUMMARY

Detail-oriented and analytical B.Com student seeking to begin a career as an Operations Analyst at JPMC. Eager to apply problem-solving, data analysis, and process improvement skills to drive operational efficiency and support compliance initiatives. Passionate about leveraging digital tools and teamwork to enhance client experience and deliver impactful business outcomes.

EDUCATION

MOUNT CARMEL COLLEGE, BANGALORE

2023-2026

- Degree: Bachelor of Commerce (Regular)
- Specialisation : Marketing

CMR PU COLLEGE, HRBR (CLASS XII)

2021-2023

- Course : Commerce
- VITH Subject : Computer

SKILLS

TECHNICAL SKILLS :

- SOCIAL MEDIA PLATFORMS
- DATA INTERPRETATION
- POWER BI
- EXCEL
- CANVA
- PROMPT ENGINEER

SOFT SKILLS :

- COMMUNICATION
- ATTENTIVE LISTENING
- TEAMWORK
- GROWTH MINDSET
- CREATIVE WRITING
- PUNCTUALITY

PROJECT

ClientPulse: Client Experience Analytics

Concept: Uses client feedback plus transaction data to identify pain points in the client journey. Then suggest process improvements backed by data.

LINK : <https://cx-analytics.preview.emergentagent.com/>

CERTIFICATES

- GENERATIVE AI - LinkedIn Learning
- MCKINSEY FORWARD LEARNING PROGRAM
- CYBER SECURITY - Cisco
- BUSINESS ANALYSIS - LinkedIn Learning
- PROJECT MANAGEMENT - LinkedIn Learning
- ANTI MONEY LAUNDERING - Alison

ACHIEVEMENTS AND RESPONSIBILITIES

1. Documentation core team (Commerce Association)
 - Documents events, discussions, guest lecture into a summarized report format
2. Logistic tech (Student Council)
 - Helps in smooth running of the evnts and handles all the tech parts
3. Marketing and Pr (Commerce Association)
 - Part of the crore team that overlooked the marketing and Pr of all inter-collegiate events