

# MUSKAN FATHIMA



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muskanfathima027@gmail.com

## ABOUT ME

Motivated and detail-oriented Bachelor of Business Administration (BBA) student with a solid academic foundation and growing interest in Human Resources, Marketing, Operations, and Sales. Skilled in communication, problem-solving, and organization, with a proactive mindset and eagerness to learn. Seeking internships or entry-level opportunities to apply theoretical knowledge, gain hands-on experience, and contribute effectively to business growth and team success.

## EDUCATION

[EXPECTED IN 2026]

**Bachelor of Business Administration**

Mount Carmel College, Autonomous.

[2023]

**PRE-UNIVERSITY(PUC): SCHOOL OF COMMERCE (CEBA)**

Mount Carmel PU College, Bangalore

[2021]

**INDIAN CERTIFICATE OF SECONDARY EDUCATION (ICSE) [2021]**

FLORENCE PUBLIC SCHOOL, BANGALORE

## PROFESSIONAL AND ADDITIONAL COURSES

- CERTIFICATION IN PROJECT MANAGEMENT
- CERTIFICATION IN FINANCIAL LITERACY

## SKILLS

- Leadership
- Adaptability
- Listening skills
- Communication
- Problem Solving
- Teamwork
- Discipline
- Time Management

## LANGUAGES

- English
- Hindi
- Urdu