

DEWANSHI ARORA

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SUMMARY

A self-driven and diligent student with strong communication, writing skills, and a keen interest in data-driven insights. Experienced in leadership roles within student clubs, volunteer management, and team collaboration to meet organizational goals. Seeking a technical writing role to apply my communication skills and passion for technology in creating high-quality documentation

WORK EXPERIENCE

Volunteer Recruitment Intern <i>U&I NGO</i>	July 2024 - Present
<ul style="list-style-type: none">In charge of recruiting and managing volunteers, conducting interviews and utilizing Excel skills for data management and analysis.Collaborating with departments to align volunteer efforts with organizational goals.	

POSITIONS OF LEADERSHIP

1. Finance and Sponsorship Head *MUNSOC* June 2024 - Current
 2. Ideation Core Team *Anovation-Statistics Association* July 2024 - Current
 3. Class Representative *2nd Economics Statistics* July 2024- Current
 4. Logistics Core Team *Public Speaking Association* August 2023 - Current
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CERTIFICATIONS

Business Writing- University of Colorado Boulder (from Coursera)

EDUCATION

3rd Sem, BSC Economics Statistics	
Mount Carmel College, Bangalore	Expected in 2026
• 1st sem aggregate 88.71%	
• 2nd sem aggregate 89.73%	
Commerce(with Maths) CBSE	
Lancer's Convent School, Delhi	
• CLASS X 93%	
• CLASS XII 92.8%	

ADDITIONAL INFORMATION

- Skills:** Communication, Technical Writing, Editing and Proofreading, Time Management
- Languages:** English, Hindi
- Awards/Activities:** Seasoned debater-Won multiple awards in both college and school-level competitions.