

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

Mount Carmel College, Autonomous.	2026
Bachelor of commerce	72.26%. (4 sem aggregate)
St Joseph India composite pu College	2023
Pre University.	84.33%
Assumption English High School	2021
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

Technical Skills

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

Soft Skill

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

Languages

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

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