

Shristi Yadav

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Profile summary

Motivated BBA graduate with a strong foundation in business strategy, data analysis, financial reporting, and workflow coordination. Experienced in managing academic projects and internships that developed analytical thinking, problem-solving, and organizational skills. Committed to continuous learning, collaboration, and contributing to innovative and effective business solutions across diverse domains.

Education

Mount Carmel College, Autonomous (2023-2026)

Bachelor of Business Administration with 83% (4 semesters)

Jyoti Nivas Pu College (2023)

12th Grade with 89%

Holy Cross School (2021)

10th grade with 83.8%

Certifications and Trainings

- Completion of Financial Literacy Course
- Completion of Certified Programme on Capital Markets
- Attended Financial Advisor 3-day training at Aditya Birla Group

Experience

HR Intern

Spectrum Consultants, Bangalore – May 2025 - August 2025

- Supported end-to-end hiring process specifically for Prompt Engineering positions under NVIDIA's LLM project.
- Conducted initial resume screening to shortlist eligible candidates based on predefined criteria.
- Communicated with candidates via phone and email to schedule interviews and share application updates.
- Tracked candidate responses and maintained follow-up logs to ensure timely coordination with hiring managers.

Hard Skills

Microsoft Office Suite: Proficient in Word, PowerPoint, Basic Excel

Data visualisation: Familiarity with Tableau

Technical Basics: Familiarity with HTML

Analytical & Research Skills: Financial analysis, process coordination

Academic & Project Work

Survey & Data Analysis: Designed and conducted a user experience survey on streaming platforms; compiled responses into a structured Word document and performed analysis to extract actionable insights.

Comparative Financial Analysis: Analysed PepsiCo's financial statements to prepare common-size and comparative reports, identifying key trends and insights for performance evaluation.