

Detail-oriented student skilled in process coordination, data handling, and stakeholder communication. Experienced in executing multi-team activities and managing operational workflows. Strong ability to analyze information, prioritize deadlines, and collaborate effectively in fast-paced environments. Seeking to contribute to operational excellence and innovation in the financial services sector.

## EXPERIENCE

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### Event Management Associate, Journalism Association, MCC

July 2024 – Present

- Coordinated 10+ departmental events by managing logistics, scheduling, and vendor/speaker communication.
- Served as part of the core team responsible for conceptualizing and executing departmental events, including fests, panel discussions, and interactive sessions
- Led ideation sessions to design creative event formats and themes that enhanced student participation and departmental outreach.
- Analyzed participant insights to optimize event planning and engagement strategies.

### Sales Intern, Fortune One Group, Bengaluru

Dec 2024- Feb 2025

- Managed client data tracking, documentation, and follow-ups using Excel/CRM to support sales operations.
- Conducted property presentations, client meetings, and follow-ups, building strong relationships and enhancing customer engagement.
- Supported end-to-end client engagement, contributing to the **successful closure of a luxury residential sale**.
- Gained hands-on experience in real estate sales, client onboarding, and market research, aligning with Fortune One's premium positioning in Bangalore's luxury property segment.

### Social Media Manager :

Sept 2023 – Feb2024

- Executed multimedia deliverables — content planning, creation, scheduling, and performance tracking.
- Streamlined digital asset organization to improve workflow efficiency and faster turnarounds.

## EDUCATION

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### Mount Carmel College, Bangalore

(2023–2026)

B.A. in Psychology and Journalism

### The Study L'Ecole Internationale

(2021–2023)

High School Diploma, Achieved 90% in final exams

## SKILLS

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- **Data management-** MS Excel, SQL
- **Creative production-** Photography, Adobe Indesign, Adobe Premium Pro, Adobe lightroom, Canva
- **Event Management:** Ideation, Event Planning, Logistics Coordination, On-site Execution
- **Project & Timeline Management:** Task Prioritization, Workflow Coordination, Deadline Adherence

## COURSEWORK

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Human Resource Management • Organizational Behaviour • Statistics for Psychology • Industrial Psychology

## PROJECT WORK

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### Editor-in-Chief – Lab Journal Project

Dept. of Journalism, Mount Carmel College

- Managed the planning, writing, design, and editing processes for a 4-page newspaper prototype using Adobe InDesign.
- Ensured adherence to journalistic and design standards through a structured review workflow.