

# SHREYA

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📍 Bangalore, Karnataka

## ABOUT ME

As a motivated and goal-driven BBA student, I am eager to apply my knowledge of business principles in a practical environment. With strong leadership skills and a passion for teamwork and innovation, I am confident in my ability to contribute effectively to organisational growth while gaining valuable experience.

## EDUCATION

### MOUNT CARMEL COLLEGE

- Bachelor's of Business Administration [2023-2026]
- Commerce CEBA - under the Karnataka State Board [2021-2023]  
PERCENTAGE - 72%

### KENDRIYA VIDHAYALYA NAL CAMPUS

2010-2021  
CBSE Board

Percentage: 84.00%

## SKILLS

### Technical Skills:

HTML, MS PowerPoint, MS Excel

### Professional & Soft Skills:

- Interpersonal Skills
- Leadership
- Team Management
- Time Management

## LANGUAGES

1. English : Proficient in reading, writing, & communication
2. Telugu : Native proficiency
3. Kannada : Fluent in verbal communication
4. Tamil : Fluent in verbal communication
5. Hindi : Proficient in reading, writing, & speaking

## EXPERIENCE

### KFC Cashier

2025 - Present

- Handle customer orders, billing, and payments efficiently while maintaining accuracy and a friendly attitude
- Manage cash register operations, balance daily transactions, and ensure smooth service during peak hours

### Volunteer Experience

2023 - 2024

#### Security and Hospitality Volunteer

#### College Fest (CULAH/Carpe Diem)

- Supported the hospitality team in welcoming guests, guiding participants, and ensuring smooth coordination
- Worked collaboratively with event organizers and security staff to handle emergencies calmly and efficiently.

## ACHIEVEMENTS

### Sports – Hockey

- Served as **CAPTAIN** of the college hockey team, leading and motivating teammates during tournaments and training sessions. [2022-2023]
- Represented the college hockey team at **DISTRICT and STATE-LEVEL championships**. [2021-2023]
- Represented at the Regional and **NATIONAL LEVEL** (Under-19 Girls) hockey tournaments. [2018-2020]
- Additionally served as the Class Representative, managing communication between faculty and students and organising class activities. [2023-Present]

## CERTIFICATIONS

- **Financial Literacy** (Dec 2024 – Jan 2025)
- **Cosmetology** (Personal Grooming) (Jul 2023 – Sep 2023)
- **Interior Designing** (Open Elective) (Jul 2024 – Oct 2024)

## HOBBIES

Singing & Painting