

Ojal Prasad

ojalprasad04@gmail.com | +91 9199573153 | Bangalore

WORK EXPERIENCE

Business Development (Sales) • Internship Younity, Virtual	May 2025 - Jun 2025
Converted sales for a revenue of ₹4000+ for the company I learned how to make a resume and how to develop your professional knowledge	
Human Resources (HR) • Internship Shine Projects, Virtual	May 2025 - Aug 2025
Learned how to post jobs on different websites and portal Screening and coordination with them for the final interview round by the company	
Accounting & Tally • Internship Rohit Raj And Company, Virtual	May 2025 - Jun 2025
Human Resources (HR) • Internship Talentship Global Advisory Forum, Virtual	Jul 2024 - Oct 2024
1. Assist in the recruitment process by posting job openings, reviewing resumes, and scheduling interviews. 2. Support the onboarding process for new hires, ensuring a smooth transition into the organization. 3. Help develop and implement employee	

EDUCATION

Bachelor of Commerce (B.Com), Commerce With Maths Mount Carmel College, Bangalore	2023 - 2026
Percentage: 85.40%	
Senior Secondary (XII), CBSE Commerce	2023
Sarala Birla Public School (A Unit Of Bharat Arogya & Gyan Mandir), Ranchi Percentage: 85.40%	
Secondary (X), ICSE BISHOP WESTCOTT GIRLS SCHOOL NAMKOM	2021
Percentage: 86.50%	

TRAININGS / CERTIFICATIONS

Tally Apr 2025 - Present NIST Academy, Ranchi	Customer Relationship Management May 2024 Great Learning, Virtual
Learned how to attract customers and build a economic relationship between them	

MS-Excel

May 2023 - Aug 2023
NIST Academy, Ranchi

PROJECTS

SHIMM PROJECT Oct 2024
It is a startup company in which our company is providing the consulting service

I am playing as a HR who looks after all the hiring needed and as one of the minor who suggests some of the questions to be asked

SKILLS

- MS-Excel
- MS-Word
- Time Management
- Canva
- Hindi Proficiency (Written)
- Tally
- English Proficiency (Spoken)
- MS-PowerPoint
- French Proficiency (written)
- HR Analytics
- Performance Management
- English Proficiency (Written)
- MS-Office
- Recruitment
- Hindi Proficiency (Spoken)
- Effective Communication

EXTRA CURRICULAR ACTIVITIES

- Currently I am serving as the: Joint Secretary of CEE Association Sergeant at arms core team of Rotaract club Data and documentation sub head of mccie
- I participated in the nestle flagship program and I earned this certificate by completing various games which involved critical thinking, problem solving, how to react in rush situations, traffic management in a company, quantitative analysis etc.
- Led a team of 7 volunteers to plan and conduct a smooth functioning in a security club

ADDITIONAL DETAILS

- Was awarded as the campus influencer program
- Acknowledged by completing company's Target within time