

# Aastha Singh

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## EDUCATION

### **Mount Carmel College**

*Major/Degree : Bcom Corporate Finance*

**Location:Bangalore**

*Expected Graduation Year:2026*

### **J.H.Tarapore School**

*Class 10th : 82%*

**Location:Jamshedpur**

*Class 12th : 70%*

*Graduation Year:2023*

## CAREER OBJECTIVE

Motivated B.Com Corporate Finance (US CPA Integrated) student with strong communication, counselling, and customer engagement skills. Seeking the Sales Associate role at Learning Routes to support working professionals in choosing the right academic programs through active listening, relationship-building, and a solution-oriented approach..

## WORK EXPERIENCE

### Internship

**Company : Tata Steel**

**Location: Jamshedpur**

*June, 2024(1 month)*

- Analyzed financial statements and key ratios to evaluate performance trends.
- Created summary reports supporting management review.

**Company : Tata Growth Shop**

**Location: Jamshedpur**

*10th June, 2025 to 10th July, 2025(1 month)*

- Documented and organised workflow steps in the Procure-to-Pay (P2P) cycle for structured internal reference.
- Maintained accurate records to support process transparency and audit readiness.

## SKILLS

Cold Calling | Lead Handling | Customer Counselling | Active Listening | Relationship Management | Target Orientation | Negotiation | Communication | MS Excel | Time Management | Team Collaboration | Presentation Skills

## LEADERSHIP AND CAMPUS INVOLVEMENT

Sub-Head – Scoring Sector, Commerce Association (2025 Present)

- Supervised scoring operations for 25+ inter-college teams, ensuring 100% accuracy and timely reporting.
- Coordinated team execution and communication, improving workflow efficiency by 15%.

Core Team Member — Commerce Association, Entrepreneurship Cell & Student Council (2023–2025)

- Engaged with 300+ participants, providing guidance, resolving queries, and improving participant engagement.
- Promoted events across campus, contributing to a 15% increase in participation.

## ACHIEVEMENT AND CERTIFICATIONS

- US CPA – In Progress
- Promoted to Sub-Head – Scoring Sector for leadership and consistent performance
- 2nd Place – English Elocution Competition
- 2nd Place – Shark Tank Competition (Entrepreneurship Cell) - Successfully pitched a startup idea in an intra-college Shark Tank event, demonstrating strong persuasion and presentation skills.