

# RACHEL BEENA B

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Rajajinagar Bangalore - 560010

## CAREER OBJECTIVE

Motivated and hardworking commerce student seeking an opportunity to gain practical experience and develop professional skills. I aim to learn from real-world work environments, contribute positively to team goals, and grow into a confident and capable individual through continuous learning and dedication.

## EDUCATION

Mount Carmel College, Autonomous.	2026
Bachelor of commerce	72.26%. ( 4 sem aggregate )
St Joseph India composite pu College	2023
Pre University.	84.33%
Assumption English High School	2021
SSLC	

## EXPERIENCE

### INTERNSHIPS

Internship: HR Recruitment

company: kenn it business solutions

Duration: july 7,2025 - august 2,2025

- Engaged with candidates and evaluated profiles for suitable roles, improving communication and assessment skills.
- Coordinated interview schedules and maintained recruitment databases efficiently.
- Collaborated with cross-functional teams, strengthening teamwork, relationship management, and organizational skills.

### PROJECTS

#### 1. Waste to Wonder Project:

Worked on a project that turned organic waste into useful products. Helped in planning and organizing the process, which improved my skills in teamwork, planning, and sustainability.

#### 2. Budget Management:

Managed a ₹1000 budget for a small event. Learned how to plan expenses properly and use money wisely to complete the event within budget.

#### 3. Digital Transformation in Financial Services:

Studied how technology is changing financial services, including the use of digital currencies and green loans that support environmentally friendly projects.

#### 4. Digital Solutions in Insurance:

Researched how digital tools are being used in the insurance sector and how eco-friendly products like green loans and insurance plans are becoming more popular.

## CERTIFICATE

- Internship Completion Certificate in HR Recruitment from Kenn IT Business Solutions
- ChatGPT for HR - Basics (2 hours), TSOW Community, July 10, 2025
- PowerBI Workshop, Office Master, August 3rd, 2025
- AI Tools and ChatGPT Workshop Certificate

### Technical Skills

- Microsoft Office Suite (Excel, PowerPoint, Word)
- Canva
- Power BI (Basic)
- Tableau (Basic)

### Soft Skill

- Team player
- Adaptable
- Resourceful
- Time management
- Positive mindset