

# DEVANSHI SENAPATI

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Detail-oriented B.Com finance student with experience in reviewing processes, preparing structured documentation, and supporting small research and operational tasks within banking and business environments. Comfortable working with data, understanding workflows, and coordinating with teams for information gathering. Known for clarity in communication, disciplined execution, and an organised approach to tasks. Interested in roles that combine analysis, structured problem-solving, and cross-functional collaboration.

## SKILLS

- MS WORD
- MS EXCEL
- MS OFFICE
- MS POWERPOINT
- DATA ANALYSIS
- LOGICAL REASONING
- CRM TOOLS (SALESFORCE, ZOHO)
- CROSS FUNCTIONAL COLLABORATION
- ANALYTICAL PROBLEM SOLVING
- FINANCIAL STATEMENT INTERPRETATION
- OPERATIONAL EXCELLENCE
- CLIENT RELATIONSHIP BUILDING
- ADAPTABILITY AND LEARNING AGILITY
- STRONG WRITTEN AND VERBAL COMMUNICATION

## PROFESSIONAL EXPERIENCE

**K.G. INTERNATIONAL, DUBAI | MARKETING AND BUSINESS INTERN** JUNE 2025

- Coordinated with sales and operations teams to gather inputs for ongoing initiatives and maintain clarity across activities.
- Supported preparation of structured documents, briefs, and reports for product and campaign evaluations.
- Helped review internal data and highlight observations that assisted teams in refining customer-interaction processes.
- Contributed to small process-focused tasks, including outlining requirements and reviewing outcomes for improvement.

**INDUSIND BANK, BHUBANESWAR | RESEARCH INTERN** MAY 2025

- Studied end-to-end banking workflows and summarised insights in well-structured process notes.
- Compared manual and digital procedures to highlight areas of efficiency and improvement.
- Prepared detailed documentation and shared regular updates with HR and Operations for alignment.
- Assisted in reviewing digital tool outputs through simple scenario checks and documented observations for feedback.

## PROJECTS

- **Operational Efficiency Study:** Analysed sample processes, identified bottlenecks, documented insights.
- **Financial Statement Review:** Interpreted financials of selected firms, summarised key patterns.
- **Market Research Brief:** Conducted secondary research, consolidated insights into a structured summary.

## EDUCATION

**Bachelor of Commerce ( Specialisation in finance )** Present - 2026  
Mount Carmel College

**Senior Secondary:** Commerce 2021 - 2022  
DAV Public School, Chandrasekharpur, Bhubaneswar  
GPA: 86.6%

**Secondary** 2020  
DAV Public School, Chandrasekharpur, Bhubaneswar  
GPA: 85.6%

## ADDITIONAL INFORMATION

- Certification in **financial modelling** by NICTE
- Served as a core team member of the hospitality sector in college, gaining hands-on experience in team coordination and event management.
- Actively participated in business-related competitions, enhancing strategic thinking and presentation skills.
- Recognised as a fast learner with a strong work ethic; consistently completed tasks ahead of deadlines.
- Awarded **Best Intern** for outstanding performance and proactive contribution during internship.