

TANISHA MOONDRA

D.O.B: 3RD November, 1997 | Email-Id: moondratanisha03@gmail.com | Mobile: +91 9051938610 | Female

EDUCATIONAL QUALIFICATIONS

Year	Institution	Course/Examination	Percentage/CGPA
2015-18	Christ University, Bangalore	B.A. Triple Major (Psychology, Sociology, Economics)	3.41/4.00
2014-15	Sushila Birla Girls School, Kolkata	CBSE, Class XII	96.00%
2012-13	Sushila Birla Girls School, Kolkata	CBSE, Class X	9.00/10.00

ACADEMIC ACHIEVEMENTS

- Declared '**Topper in the Humanities Stream**' in school
- Successfully completed certificate courses **with distinction** in '**Stress Management**' and '**Adolescent Well Being**'
- Awarded the '**Outstanding Personality of the Year**' in school for maintaining excellent conduct, academic grades, and extra curricular activities alongside positions of responsibilities
- Awarded the annual '**Sports Trophy**' for excellence in Basketball for three consecutive years

INTERNSHIPS

- Intern, HR Division, ITC Ltd, Kolkata** **April-May 2017**
 - Worked on the project '**Evaluating Corporate Entrepreneurship Opportunities within Technical Function of ITC Ltd.**'
 - Researched** active mentorship programs at top firms globally to **analyze and identify** causes for their success or failure
 - Collated literature reviews on **mentorship programs** to understand their scope and practicality for incorporation within ITC's functioning
 - Conceptualized and designed** a revised mentorship scheme to develop the current employee training program in order to maximize their potential for improved results

SOCIAL INITIATIVES

- Volunteer, Center For Social Action, Christ University**
 - Organised regular visits to schools for **underprivileged children** in Bangalore
 - Devoted over 40 hours **teaching these children** the fundamentals of English and Social Sciences
- Member, Sneh Club, Sushila Birla Girls School**
 - Spearheaded**, in collaboration with my school, the organization of **annual fests for disabled children**
 - Organised group activities like singing, dancing and painting for these children during the course of the fest
 - Taught drawing** and basics of using a computer to **impart valuable skills** to these children and **help aid their development**

POSITIONS OF RESPONSIBILITY

- Prefect, Student Council, Sushila Birla Girls School** **April 2013-March 2015**
 - Responsible for maintaining discipline in school
- Captain, Basketball Team, Sushila Birla Girls School** **April 2013-March 2015**
 - Led my team to victory in 6 inter-school basketball competitions out of 10 during my tenure as captain
 - Emerged runners up in 3 inter-school basketball competitions

EXTRA-CURRICULAR ACTIVITIES AND ACHIEVEMENTS

- Felicited by the **West Bengal Basketball Association (WBBA)** for finishing **runners up** in the Kolkata Basketball League organised by the **Basketball Federation of India (BFI)**
- Won over **15 gold and silver medals** in **track and field events** during schools Annual Sports Day over 6 years
- Won the **1st prize all over Kolkata** in the **painting competition on wildlife conservation** hosted by the Government of West Bengal
- Winner** in **street play on Drug Abuse** in the fest hosted by the **Psychology Department**, Christ University

SKILLS

- Handling multiple tasks and stressful situations simultaneously with equal focus, confidence and efficiency
- Proficient time management and good communication skills
- Excellent proficiency in English and Hindi, moderate proficiency in Bengali