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An adaptable and detail-oriented MBA graduate specializing in Finance, with a solid foundation in Economics and practical experience in data analysis, financial management, financial analysis, budgeting, and procurement. Demonstrates strong analytical capabilities through data-focused roles, leveraging advanced tools like QuickBooks, MS Excel, and KoboToolbox to drive insights and support decision-making. Combines academic excellence with practical experience in internships, volunteerism, and event management, fostering leadership and collaboration across diverse teams. Fluent in four languages, with a deep commitment to sustainable development, community engagement, and continuous learning through certifications in AI, data science, and digital marketing.

EXPERIENCE

JANUARY 2025 -- PRESENT

M&E INTERN

MGTWELL CONSULTING SERVICES, KABUL, AFGHANISTAN

- Collected and verified data from field activities, surveys, and stakeholders, ensuring accuracy and completeness.
- Conducted field visits to monitor the progress of program activities and ensured adherence to M&E protocols.
- Maintained organized records of M&E data, reports, and documentation for internal and external reporting.
- Assisted in preparing progress reports, evaluation reports, and presentations for stakeholders.
- Supported capacity-building initiatives by training staff and stakeholders on M&E tools and methods.
- Collaborated with project teams and partners to ensure timely and accurate data collection and reporting.
- Contributed to the development and refinement of M&E frameworks, tools, and indicators.
- Ensured data quality by performing regular validation and resolving discrepancies.

DECEMBER 2024 – JANUARY 2025

DATA ANALYST, INTERN

MGTWELL CONSULTING SERVICES, KABUL, AFGHANISTAN

- Collected, cleaned, and preprocessed data from various sources, ensuring accuracy and reliability for analysis.
- Utilized KoboToolbox to design surveys and collect field data for project evaluations.
- Conducted statistical analysis to identify trends and actionable insights, supporting decision-making processes.
- Created interactive dashboards and visual reports using Power BI & Excel.
- Managed and updated databases to maintain data integrity and consistency.

JULY 2023 – JULY 2024

CEC- FINANCE & EXECUTIVE MEMBER (VOLUNTARY WORK)

WORLD ORGANIZATION OF STUDENTS & YOUTH (WOSY), LUCKNOW, INDIA

- Led and coordinated over 5 events and initiatives including Graduation Ceremony, and Sports Tournament, fostering international student engagement for over 200 students.
- Developed and managed financial plans and budgets for more than 5 events.
- Collaborated with a diverse team to ensure the smooth execution of events and projects.
- Enhanced organizational outreach by establishing partnerships with 10+ academic and cultural organizations.

MAY 2023 – JULY 2023

ACCOUNTING INTERN

ICICI BANK, LUCKNOW, INDIA

- Assisted in procurement activities, including vendor selection, purchase order processing, and contract documentation, ensuring compliance with internal policies.
- Conducted market research to evaluate suppliers, analyze pricing, and identify cost-saving opportunities, contributing to procurement efficiency.
- Monitored and managed inventory levels for office supplies and IT equipment, preventing stockouts and optimizing resource allocation.
- Prepared detailed reports on procurement activities, vendor performance, and cost analysis to assist management in decision-making.
- Participated in sales and marketing initiatives, contributing to a 5% increase in product adoption through targeted campaigns.

EDUCATION

2022 - 2024

MASTER OF BUSINESS ADMINISTRATION IN FINANCE, UNIVERSITY OF LUCKNOW

- Distinguished member of the university's Accounting Society
- Led and managed the debate competition in the annual management fest
- First Prize Winner Football Tournament
- Relevant Coursework: Advanced Financial Accounting and Reporting, Financial Management, Business Analytics, Managing for sustainability, Financial Decision Analysis
- GPA: 7.00/10.00

2019 - 2022

BACHELOR OF ARTS IN ECONOMICS, UNIVERSITY OF MUMBAI

- Distinguished member of the university's social Society
- Volunteered and led blood donation camps
- Topped among International Students, 2022 - KJ Somaiya College
- Relevant Coursework: Econometrics, Micro-Macro Economics, Entrepreneurship, Statistics for Economic Development
- GPA: 9.43/10.00

2015 - 2017

HIGH SCHOOL DIPLOMA, 12TH, MOHAMMAD MUSA SHAFIQ HIGH SCHOOL

- Topper of the Batch 2017'
- Percentage: 95.6/100%

SKILLS

- **Finance:** Financial Analysis & Management, Budgeting, Accounting, Cash Flow Management, and Investment Analysis (ROI, Risk-Return Tradeoff).
- **Data & Technology:** Proficiency in MS Excel, QuickBooks, KoboToolbox, and Python.
- **Procurement:** Vendor Management, Inventory Control, and Market Research.
- **Soft Skills:** Strategic Planning, Problem-Solving, and Effective Communication.
- **Knowledge:** of Financial Regulations & Compliance like (GAAP or IFRS).

ACADEMIC PROJECTS

FINANCIAL LITERACY OF INTERNATIONAL STUDENTS STUDYING IN LUCKNOW CITY

Objectives: Analyzed the level of financial literacy among international students in Lucknow. Focusing on their understanding of budgeting, savings, and investment.

Key Findings: It identified that almost 50% of students had below-average knowledge of basic financial concepts, about half lacked budgeting skills, and more than 60% did not have any formal education or training on financial literacy, highlighting a need for targeted financial education programs.

Skills and Tools Used: Data collection and analysis, statistical analysis, and report writing.

VOLUNTEERS EXPERIENCE

YOUTH FOR HUMAN RIGHTS INDIA

- **World Human Rights Day 2023:**
Organized and participated in a 10km awareness march with hundreds of school children and dozens of international students to engage the community and highlight global human rights issues.
- **International Day of Education 2023:**
Represented youth as a delegate at the 5th Global Peace Summit, where dozens of national and

international students gathered to discuss and advocate for education for peace and sustainable development.

UNICEF INDIA

YAMI (YOUTH ACTION FOR INTEGRATION & MOTIVATION) | 2023

- Volunteered at the University of Lucknow to create impactful content promoting children's rights, including education, health, and protection.
- Collaborated with a diverse team to raise awareness about key child welfare issues and motivate youth to engage in advocacy.
- Supported the development of workshops and campaigns to empower students and the broader community on child rights issues.

LANGUAGES

- **ENGLISH** (FLUENT)
- **DARI** (FLUENT)
- **PASHTO** (FLUENT)
- **HINDI** (FLUENT)

TRAINING/CERTIFICATION

- AI & DATA SCIENCE DIGITAL CAMP BY **UNDP** - 2024
- DIGITAL MARKETING BY **INTERNSHALA** - 2021

REFERENCES

- **NANDINI JOOMUCK**, NATIONAL VICE-CHAIRPERSON WOSY, rs2021_nandini@lkouniv.ac.in

ACTIVITIES & INTERESTS

- | | |
|----------------|------------|
| • Football | • Swimming |
| • Art | • Chess |
| • Table tennis | • Travel |