

# MANISHA SHARMA

## INTERN

📞 +91-7892195508

✉️ manishashr2001@gmail.com

📍 NEW DELHI, 11045

**Linkedin** linkedin.com/in/manisha-sharma-804022286/ **Github** github.com/MANISHA088

## ABOUT ME

Dynamic BBA student with a strong foundation in business strategy and a passion for integrating technology with management to drive efficiency. Proficient in data analysis, including data cleaning and interpretation, leveraging tools such as Python and Excel for effective data management and reporting. Committed to enhancing business performance and customer experience through actionable insights derived from data mining and visualization. Possesses a solid understanding of teamwork dynamics, demonstrating adaptability to evolving analytical challenges while maintaining a detail-oriented approach.

## CERTIFICATE & EXPERTISE

- Feista (Discipline Coordinate) IITM  
2023 - 2024
- Building Creative Confidence Infosys  
2025
- Introduction to Microsoft Excel Coursera  
Project Network 2025
- Self Confidence Infosys 2025
- Product Management Electronic Arts 2025

## TECHNICAL SKILLS

- Python
- Data interpretation (Excel)
- Skill enhancement
- Instructional design
- Continuous improvement  
mindset
- Data-driven decision making
- Analytical research
- Prioritization and scheduling
- Strategic goal setting
- Creative thinking
- Focused listening
- Strategic issue resolution
- Adaptable nature

## EXPERIENCE

Remote | June 25 - July 25

### Intern, Tamizhan Skills

- Prepared comprehensive reports summarizing data analysis findings, informing key decision-makers of important trends and patterns.
- Gathered, organized and input information.
- Gained valuable experience working within a specific industry, applying learned concepts directly into relevant work situations.
- Analyzed problems and worked with teams to develop solutions.
- Contributed to a positive team environment by collaborating with fellow interns on group projects and presentations.
- Improved data visualization techniques for clearer communication of complex information.

## Tutor

- Motivated students towards learning and studying to build self-confidence and reduce fear of failure.
- Supported students with helpful study habits and exam strategies.
- Provided homework assistance using specific curriculum and materials.

---

## EDUCATION

---

Delhi Technical Campus - MDU, Rohtak  
| 2022-2025

**Business Administration**

GPA: Expected 65

Shiv Vani Model Sr. Sec. School | 2017-2019

**HSC/Intermediate**

- 12<sup>th</sup> - CBSE
- 10<sup>th</sup> - CBSE
- GPA: 67.8
- GPA: 72.2

---

## LANGUAGE

---

Native

**Hindi, Haryanvi, Rajasthani**

Advansed

**English**

Self- Paced

**French**

---

## SOFT SKILLS

---

- Competitive Spirit
  - Negotiation
  - Critical Thinking
  - Empathy and patience
  - Hardworking
  - Teamwork
  - Yoga and Meditation
  - Punctuality
  - Presentable
-