Monika Kumari

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EDUCATION

VIT Bhopal University   Bhopal, Madhya Pradesh
BTech   2026
Branch   Computer Science and engineering
Cumulative GPA: 8.39/10

12th Standard
Holy Cross School   Ramgarh, Jharkhand
CBSE
Cumulative GPA: 86% July 2021

10th Standard
Holy Cross School   Ramgarh, Jharkhand
CBSE
Cumulative GPA: 89.4% May 2019

Experience

Adore NGO – HR Intern | Remote | *2024*

- Coordinated with **international and cross-functional teams** to streamline onboarding, project presentations, and team workflows.
- Conducted **market and audience research** to support outreach strategies, preparing structured insights for leadership decision-making.
- Leveraged **AI tools (ChatGPT, task automation apps)** to optimize workflows, automate follow-ups, and scale productivity.
- Supported leadership in **weekly reviews**, drafting crisp call notes, documenting action items, and ensuring timely execution.
- Collaborated with team leads to resolve blockers, align cross-team initiatives, and enhance organizational growth strategies.

Projects

NIV – Full Stack Web Application (Ongoing)

- Built a property listing platform enabling **CRUD operations** with **Node.js, Express.js, MongoDB, and EJS**.
- Designed structured workflows with reusable UI components and **RESTful routes**.
- Applied analytical thinking to optimize usability and performance.

Smart Waste Management System

- Developed a **web-based platform** using **HTML, CSS, and JavaScript** to track and manage waste collection.
- Conducted **market research on smart city solutions** and competitor platforms to define feature sets.
- Designed workflows for efficient reporting and generated **data-driven insights** to propose process improvements.
- Worked collaboratively in a team environment, mirroring cross-functional strategy execution.

Skills

- **Business & Strategy:** Market Research, Workflow Automation, Reporting & Insights, Cross-Team Collaboration, Leadership Support.
- **Technical Tools:** ChatGPT, Claude, HubSpot (familiar), Git, GitHub.
- **Languages:** Python, Java, JavaScript, SQL.
- **Web Development:** React.js, Node.js, Express.js, EJS, HTML, CSS, Bootstrap.
- **Databases:** MySQL, MongoDB.

Certifications & Training

- Market Analysis (NPTEL)
- Cloud Computing (NPTEL)
- Full Stack MERN Development (Smart Bridge)
- Problem Solvers: Exploring Data Structures & Algorithms

Extracurriculars

- **Food and Feasting Club (Event Manager)** – Led cooking competitions & coordinated masterclasses.
- **AI Club (Member)** – Organized and moderated debates on AI ethics and advancements.