

EDUCATION

MBA, Finance And Human Resource

Shri Vaishnav Vidyapeeth Vishwavidyalaya (SVVV)

2021 - 2023

CGPA: 8.45/10

Bachelor of Commerce (B.Com) (Hons.)

Vikram University

2018 - 2021

CGPA: 8.33/10

Diploma, Diploma In Computer Applications (DCA)

Makhanlal Chaturvedi National University Of Journalism And Communication Bhopal

2019 - 2020

Percentage: 76.00%

Senior Secondary (XII), Commerce

GYAN SAGAR GIRL'S ACADEMY

(CBSE board)

Year of completion: 2018

Percentage: 83.00%

Secondary (X)

GYAN SAGAR GIRL'S ACADEMY

(CBSE board)

Year of completion: 2016

CGPA: 9.00/10

INTERNSHIPS

Human Resource Associate

IFortis Worldwide, Virtual

Oct 2022 - Nov 2022

Talent acquisition

Employee relations and engagement

Sourcing, Screening, Recruitment

Interviewing skills

Leadership

Personnel management

Organizational Development

Proactive team player

Finance

Nippon India Mutual Fund, Ujjain

Aug 2022 - Oct 2022

	Forecasting Business planning and business strategy Risk assessment Documentation Investor relations	
POSITIONS OF RESPONSIBILITY	Leading role in college Finance Club. Conducted Quiz competition under the finance club. An active member of HR and Marketing club. Appointed as school president and represented in various inter school competitions.	
TRAININGS	Human Resource Management Great Learning Academy, Online Sep 2022 - Sep 2022	
SKILLS	Accounting Intermediate	MS-Excel Intermediate
	English Proficiency (Spoken) Advanced	English Proficiency (Written) Intermediate
	MS-Office Intermediate	MS-PowerPoint Advanced
	MS-Word Intermediate	Recruitment Advanced
ADDITIONAL DETAILS	Participated in IP awareness training program organized by Government of India. Attended workshop on "Corporate Communication and Etiquette" organized by ISTD Indore chapter. Participated in workshop on Competitive advantage and CSR.	