Ms Esha Khanna

Local Address: Flat 1305, Building No 12, Indradarshan 2, Oshiwara, Andheri West, Mumbai -53

**Permanent Address:** 19 -A, Indrani Nagar, Kundri Rakab Ganj, Lucknow – 226004.

**Email:** ekhanna.12@gmail.com; **Mobile:** 9795000735; **Date of Birth:** 12th October, 1991

Work Experience

* Organisation: **Third Eye Advisory Services Private Limited** Apr’15 – Oct ’ 15

Position: Business Advisory

Key Responsibilities:

1. Assigning work and ensuring proper coordination of delegated work among team members.
2. Managing and reviewing the entire operations work with the end purpose of ensuring client satisfaction.
3. Handling entire company incorporation process of new accounts.
4. Digital Media Marketing of existing accounts.

* Organisation: **Third Eye Advisory Services Private Limited** Jan’15 – Mar ’15

Position: Trainee

Key Results:

1. Managed operations related to Business Start-ups.
2. Analysed the different funding options available for SMEs in India.

Academic Qualification

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Certification | Specialization/Board | Institute/University | %/CGPA | Year |
| PGDM | Finance & Marketing | Jaipuria Institute Of  Management, Lucknow | 7.73/10 | 2015 |
| B.Com (H) | Accounts & Marketing | University Of Lucknow | 72.5 | 2013 |
| 12th | ISC | Loreto Convent,Lucknow | 83.16 | 2010 |
| 10th | ICSE | Loreto Convent,Lucknow | 83.28 | 2008 |

* Certificate on computer concepts by DOEACC society

Summer Internship

* Organization: IDFC Asset Management Company May ’14 - Jun ’14

Project Title: Comparative Analysis of Funds of Different Asset Management Companies

Key Results:

1. Analysed the risk and return of funds and interpreted the best funds of the market.
2. Learned the functional benefits of different asset management companies.

Additional Projects

* Organisation: **Jaipuria Institute Of Management**  Aug’13 – Apr ’14

Project Title: Online marketing using social media

Key Results:

1. Promotional activities organized for Jaipuria on various online sites like Twitter, Facebook, Pagalguy and LinkedIn.
2. Implemented new initiatives to market Jaipuria through social media.

Achievements

* Appreciated by Third Eye Advisory Services Private Limited for being a valuable human resource with zeal for learning and development.
* Appreciated by IDFC Asset Management Company for suggesting ways so that their funds can perform better.

Co-Curricular Activities

* Finance club coordinator at Jaipuria Institute of Management, Lucknow. Aug’13 - Apr ’14
* Social media expert at Jaipuria Institute of Management, Lucknow. Aug’13 - Apr ’14
* First prize in Ad mad in Talaash’13 at Jaipuria Institute of Management, Lucknow. **Jul’13**

Interests

* **Cooking**: It helps me to get things organized and be planned.
* **Music**: It works as a stress buster for me.