

PRAGYA ARYA

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EDUCATIONAL QUALIFICATIONS				
Examination/Course	Year	College/ Institution	Board	CGPA/ Percentage
B.Com	2018-2021	Shyama Prasad Mukherji College for women	University of Delhi	7.5 CGPA
Class XII	2017-2018	Meerut Public Girls’ School	CBSE	88 %
Class X	2015-2016	Silver Line Prestige School	CBSE	8.8 GDPA
POSITION OF RESPONSIBILITY				
DEPARTMENT MAGAZINE	<ul style="list-style-type: none">• Creative head of Commerce Department Annual Magazine- <i>SHILP’21</i> (2021).• Creative member of Commerce Department Annual Magazine- <i>SHILP’20</i> (2020).			
ORGANIZING COMMITTEE AT FEST	<ul style="list-style-type: none">• Management Head of inter-college monologue competition- <i>Prakram</i> (2021).• Event coordinator of inter-college monologue competition- <i>Prakram</i> (2020).			
NAVRANG-THEATRE SOCIETY	<ul style="list-style-type: none">• Senior member of college’s Theatre Society- Navrang.• Digital marketing head.• Director of street play production ‘<i>Swikriti</i>’ (2019).			
OTHERS	<ul style="list-style-type: none">• Lead singer of school’s choir group (2015-17).• An active member of Rotary’s interact club (2014-16).			
INTERNSHIPS				
BSR & CO. LLP (KPMG MEMBER FIRM)	<p>POSITION: Audit Analyst (02 Aug 2021- 04 Jan 2023)</p> <p>ROLES AND RESPOSIBILITIES:</p> <ul style="list-style-type: none">• Supported and assisted audit procedures for multiple clients, while independently coordinating with teams.• Prepared Test of details, Test of Controls and various contributions workpapers.• Participated in communication with client’s management about reports, related issues, and recommendations.• Trained and induced new resources and designed strategies that significantly improve the quality of their output.			
URBAN COMPANY	<p>POSITION: Operations Intern (04 Jan 2021-01 March 2021).</p> <p>ROLES AND RESPONSIBILITIES:</p> <ul style="list-style-type: none">• Analysed metrics, built supplies and worked towards solving business problems within a particular category via solving different metrices & multi-tagging to ensure quality service.• Managed professional base of 300+ professionals of Gurgaon, Delhi, Jaipur & Chandigarh on a daily basis and resolving their issues.• Onboarded 60+ professionals in the category and helped them in devising strategies for active engagement and long term relationship of professionals with the company.			
SHIVALYA ACADEMY	<p>POSITION: Human Resource Intern (15 Sept 2020- 15 Oct 2020).</p> <p>ROLES AND RESPONSIBILITIES:</p> <ul style="list-style-type: none">• Day to day activities of frontline recruiter - shadowing, planning and execution in bulk hiring.• Analyzing requirements, sourcing and aligning of best fit candidates.			
AASHA FOUNDATION	<p>POSITION: Social Media Marketing Intern (01 July 2020- 01 Aug 2020).</p> <p>ROLES AND RESPONSIBILITIES:</p> <ul style="list-style-type: none">• Prepared social content for increasing public awareness and engagement.			

SKILLS	
TOOLS	MS Excel, MS Power point, MS Word
OPERATING SYSTEM	Microsoft Windows
PERSONAL	Communication, team player, creativity
HOBBIES	Reading novels, practicing yoga, playing congo
ACADEMIC ACHIEVEMENTS AND AWARDS	
BSR CO LLP	<ul style="list-style-type: none"> Received Kudos award for hardwork, dedication and commitment demonstration at work.(2022)
Class XI	<ul style="list-style-type: none"> Participated in international Commerce Olympiad (2016). Participated in inter school quiz competition, QUIZ WHIZ (2016).
OTHERS	<ul style="list-style-type: none"> Participated in <i>Digital Wellness Online Challenge</i> (2015). Secured 3rd position in English Olympiad (2015). Participated in <i>Jagran Sanskarshala Programme</i> (2015).
CERTIFICATION COURSES	<ul style="list-style-type: none"> Completed course on Microsoft Excel by Udemy.
EXTRA CURRICULAR	
DRAMATICS	<ul style="list-style-type: none"> Director of street play production '<i>Swikriti</i>' (2019). Member of annual street production '<i>Bheedtantr ka daur</i>' which was performed at National School of Drama and 12 different places in Delhi (2019). Technical head in stage play '<i>Mukaam</i>' (2019). Put together the annual stage play production '<i>Molki</i>' (2018). Member of marketing team (2019).
MUSIC	<ul style="list-style-type: none"> Member of school's choir group (2009-17). Took training in light music for 5 years (2010-15). Secured 3rd position in inter school group singing competition, <i>Rythms</i> (2015). Participated in inter school solo singing competition, <i>Rythms</i> (2015). Participated in inter school singing competition, <i>Meri Avaaz Suno</i> (2014). Contributed 2 songs in a CD named '<i>Pushpanjali</i>' (2013). Participated in inter school patriotic group singing competition, <i>Dhyani</i> (2012).
PAINTING	<ul style="list-style-type: none"> Participated in inter school recycle product design competition, <i>Katran</i> (2015). Participated in inter school painting picture frames competition (2014).
SPORTS	<ul style="list-style-type: none"> Secured 1st position in inter house kho-kho competition (2014). Secured 2nd position in inter house shotput competition (2013). Secured 3rd position in inter house 4X100 relay race (2012).
DANCING	<ul style="list-style-type: none"> Participated in the cultural extravaganza on the occasion of the unveiling ceremony of school's new name (2015). Secured 2nd position in inter house group dance competition (2014). Secured 2nd position in inter house group dance competition (2013).
VOLUNTEERING AT ROBINHOOD ARMY	<ul style="list-style-type: none"> Participates and coordinates in various social impact events like food distribution, blood donation & clothes collection drives.