

# Yashita Mittal

[GitHub](#) | [LinkedIn](#) | [Website](#)

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Greater Noida, Uttar Pradesh 201310

## EDUCATION

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**Vellore Institute of Technology (VIT), Vellore**

*B. Tech in Computer Science with Specialization in Information Security*

**CGPA: 8.37**

2025

**Apeejay School, Greater Noida**

*CBSE (Class XII)*

**Marks: 89.5%**

2021

**Apeejay School, Greater Noida**

*CBSE (Class X)*

**Marks: 94.8%**

2019

## PROFESSIONAL EXPERIENCE

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**InsideFPV Ventures Pvt Ltd**

*Human Resources Intern*

**Noida, Uttar Pradesh**

August 2023 – October 2023

- Assisted in talent acquisition efforts by screening resumes, coordinating interviews, and maintaining candidate databases, ensuring a smooth recruitment process for technical and non-technical roles.
- Collaborated with department heads to understand hiring needs and created visualizations which contributed to refining the recruitment strategy, leading to more targeted candidate selection.
- Supported HR in conducting employee engagement activities and tracking performance metrics, fostering a positive workplace culture that aligned with business objectives.
- Developed and maintained reports, providing insights into employee performance, retention, and recruitment efforts, which aided in strategic decision-making.
- Gained exposure to cross-functional team dynamics and business operations, enhancing my ability to analyze workflows and identify areas for operational improvements—a key skill in business analysis.
- Participated in strategic discussions, gaining insights into business scaling, funding, and operational strategy, indirectly building analytical and business acumen.

## SKILLS

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**Languages & Tools:** SQL, Python, Excel, Power BI, Tableau, Google Sheets, R (Basic)

**Data Analysis & Reporting:** Data Cleaning, Data Visualization, Analysis, Dashboard Creation, Business Intelligence Reporting

**Business Analysis:** Process Mapping, Requirement Gathering, GAP Analysis, SWOT Analysis, Stakeholder Management, Workflow Optimization

**Project Management:** Agile Methodologies, JIRA, Microsoft Project, Risk Assessment, Documentation, Timeline & Resource Planning

**Other Tools:** Microsoft Office Suite, CRM Platforms (Basic Salesforce) ERP Systems (Basic SAP)

## PROJECTS

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### Data Analytics Projects with Power BI

[GitHub](#)

Completed a series of Power BI projects as part of a job simulation for PwC Switzerland, focusing on real-world business challenges in data analysis and visualization. Analyzed call center performance, customer retention metrics, and diversity & inclusion initiatives, delivering actionable insights through interactive dashboards. Developed proficiency in data transformation and visualization techniques, utilizing Power BI to enhance decision-making processes.

### AI-Driven Business Idea Evaluation Tool

[GitHub](#)

Developed The SWOT Spot, an AI-powered solution that streamlines the ideation process for businesses by generating key analyses based on user input. Users enter their business concepts, and the tool automatically produces comprehensive SWOT, Market Segmentation, Competitor, Value Proposition Canvas, and Risk analyses. Presented in a clear and concise format, this solution offers startups and small businesses actionable insights into strengths, market positioning, competition, and potential risks, facilitating efficient decision-making without the complexity of traditional methods.

## RESEARCH

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### Ethical Considerations in Data-Driven Decision-Making

VIT

This research addresses the ethical implications of using data analytics in business decisions, highlighting issues such as privacy, bias, and accountability. It provides a framework for Business Analysts to navigate ethical dilemmas while maximizing data utility.

## ACHIEVEMENTS

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- Awarded a merit scholarship in 10th grade for achieving a 96.4% score and ranking among the top 3 academic achievers.
- Won the CTF (Capture the Flag) Event in DevSoc 2024 organized by Codechef VIT.
- Appointed as Events Coordinator for the VIT Music Club, leading teams for major fests such as Saarang (IIT Madras) and Mood Indigo (IIT Bombay).
- Solo Vocal Winner in the Western Category at the Prima Vera 2022 organized by DSW-VIT.

## VOLUNTEERING

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### Secretary & Board Member

[Becoming I Foundation, Vellore \(BIF\)](#)

- Served as Secretary & Board Member at Becoming I Foundation (BIF), a UN Recognized NGO focused on providing free, high-quality education to underprivileged children.
- Streamlined operational workflows, improving efficiency across key initiatives.
- Led recruitment, resource allocation, and performance management, ensuring optimal team functionality.
- Coordinated educational programs and led partnerships with institutions like St. Jude's, aligning resources to deliver free education to underprivileged children.
- Recognized for effective leadership and contribution to the organization's mission through strategic coordination and project management.