Alka Sharma

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📞 +91-7876239705

📍 Chandigarh, India

👤 PROFILE

Final-year Business Analytics student with hands-on experience in human resources, quality control, and Java training through internships. Skilled in leveraging data analysis, DBMS, Python, and MS Excel to drive informed decision-making and improve operational processes. Proficient in strategic planning, problem-solving, and CRM, with a proven ability to collaborate effectively in diverse team environments. Passionate about applying analytical and creative skills to deliver impactful results in dynamic industries.

🎓 EDUCATION

BBA (Business Analytics)
CHANDIGARH UNIVERSITY
Aug 2022 – present

Secondary Education
Govt. Sr. Sec. School Darlaghat
Apr 2020– Mar 2021

High School
Easwaramma Public School Darlaghat
Apr 2018 – Mar 2019

🏆 EXTRA CURRICULAR ACTIVTEIS

- Eligibility Certificate from Chandigarh University in HR Breakathone. (2023)
- Certificate of Achievement from CU in inter dance Competition. (2022)
- Passionate about continuous learning and exploring new technologies and concepts.
- Provided freelance services to students in Canada, assisting with projects and
- assignments, improving their academic outcomes while enhancing my research, analytical, and problem-solving skills.

💼 WORK EXPERIENCE

Ambuja Cement Plant Suli, Darlaghat
Quality Control Intern
May 2024– July 2024
- Conducted thorough inspections and testing for quality assurance.
- Collected and analyzed data to identify and resolve issues effectively.
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Mangler Training
Java Training Intern
July 2023 – August 2023
- Collaborated on projects to learn and apply industry best practices.
- Enhanced basic coding skills in Java, contributing to team projects.

Ambuja Cement Plant Suli, Darlaghat

Human Resources Intern
June 2022 – July 2022
- Conducted strategic planning for workforce management.
- Assisted in recruitment and selection processes.

📑 CERTIFICATES

- Business Analytics and Developing Manager by LinkedIn Learning
- Data Management System by Great learning
- Graphic Design Foundation by LinkedIn Learning
- SAS Enterprise Guide: ANOVA, Regression and Logistic Regression by SAS
- Introduction to Artificial Intelligence and its Applications by LinkedIn Learning
- Design Thinking and Creativity for innovation by LinkedIn Learning

🧠 SKILLS

- **Technical:** DBMS, Python, MS Word, Data Analysis, Quality Assurance.
- **Analytical:** Research, Problem-Solving, Strategic Planning.
- **Soft Skills:** Communication, Collaboration, Customer Service.
- **Other Skills:** Report Writing, Time Management.

Reference:

Ishrat Ahmed : FUS-VA-1779