# **Tanushka Rawat**

Sec 67, Gurugram

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## **Career Objective**

A dedicated and detail-oriented commerce graduate with hands-on experience in portfolio management and IT innovation.

#### **Education**

Year	Institution	Degree/Course	Percentage/Status
2018	CBSE Board	12th (Senior Sec.)	80%
2021	Mangalavatan University	B.Com	Completed

## **Work Experience**

#### Bonanza Portfolio | Portfolio Associate | 1 year

- Managed client portfolios, performed market research, and prepared performance reports.
- Assisted in risk assessment and asset allocation strategies.

#### Meticulously IT Innovation | Junior Analyst | 7 months

- Developed Excel-based dashboards for project tracking and reporting.
- Collaborated with cross-functional teams to streamline data workflows and improve process efficiency.

## **Key Skills**

- Advanced Excel (pivot tables, VLOOKUP, macros)
- Effective Communication
- Teamwork

## Languages

- English (Basic)
- Hindi (Fluent)

# **Certifications & Workshops**

#### **Additional Information**

Hobbies: Dancing, Travelling