



# AKANKSHA SHARMA

## HR SPECIALIST & OPERATIONS

### CONTACT

- +91 8085448328
- hirewithakanksha@gmail.com
- Madhya Pradesh
- in/akankshasharma-hr
- View Certificates

### EDUCATION

Bachelor of Business Administration  
BBA | ITM University, Gwalior | 2024

Higher Secondary Education | 12TH  
Neil World School, Morena | 2021

Secondary Education | 10TH  
Neil World School, Morena | 2019

### SKILLS

#### Business & HR Skills :

- Client Relationship Management, Talent Acquisition, HR Analytics

#### Consulting & Strategy :

- Market Research, Business Strategy, Process Optimization

#### Soft Skills :

- Problem-solving, Time Management, Attention to Detail, Communication

#### Technical Proficiency :

- MS Office, Google Workspace, CRM Software

### LANGUAGES

English (Fluent)  
Hindi (Native)

### PROFILE

Motivated and results-oriented BBA graduate with internship experience in Business Development and Human Resources. Passionate about leveraging academic knowledge and practical skills to contribute effectively to a dynamic business environment. Skilled in relationship building, data analysis, and strategic planning to fuel organizational advancement. Ready to apply expertise in HR roles within a dynamic setting.

### WORK EXPERIENCE

#### GE Aerospace | Remote

1 M | 2024

Human Resources Virtual Internship

- Gained hands-on experience in HR operations, talent acquisition, and workforce planning.
- Conducted candidate evaluations and contributed to optimizing HR processes.
- Analyzed employee engagement strategies to enhance organizational culture.

#### Accenture Australia | Remote

1 M | 2024

Strategy Consulting Virtual Internship

- Developed strategic insights for business expansion and competitive analysis.
- Conducted market research to support consulting initiatives.
- Gained exposure to client engagement strategies and data-driven decision-making.

#### Business Development Executive Intern | On-Site

1 M | 2024

ANRA Consulting Pvt. Ltd., Gurgaon

- Assisted in identifying and pursuing new business opportunities through market research and analysis.
- Supported the development of client proposals and presentations.
- Collaborated with cross-functional teams to execute marketing strategies and promotional campaigns.
- Conducted client outreach and maintained relationships to foster long-term partnerships.

### REFERENCES

#### Jatin Singh

HR Manager,  
ANRA Consulting Pvt. Ltd.,  
Phone: +91 6267844090

#### Ram Jaiswal

Senior Sales Manager,  
ANRA Consulting Pvt. Ltd.  
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