

Lakshay Dawar

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Driven and adaptable professional with a history of enhancing community engagement and event success at Malhaar. Excelled in volunteer coordination and strategic partnerships, leveraging social media management and interpersonal communication to exceed outreach goals. Demonstrates a unique blend of team collaboration and public speaking prowess, committed to fostering positive change and organizational growth.

Work History

Volunteer

Malhaar, Rohini Delhi

November 2024 - Current

- Supported engaging, fun, and smooth-running events by helping with organization and planning.
- Maintained clean, neat, and operational facilities to serve program needs.
- Used strong interpersonal communication skills to convey information to others.
- Assisted with special events and programs.

Campus Ambassador

Yhills, Delhi

January 2024 - Current

- Developed marketing efforts such as posters and social media ads to encourage student participation for campus events.
- Utilized websites and social media to promote campus life, events and opportunities.
- Collaborated with student and faculty teams to develop strategies for student outreach.
- Recruited and incentivized students to volunteer for campus initiative events.

Skills

- Fundraising
- Coaching and mentoring
- Filing and recordkeeping
- Team leadership
- Computer skills
- Recordkeeping and confidentiality
- Answering phones
- Volunteer orientation
- Conflict resolution
- Professional appearance
- Clear communication
- Telephone and email etiquette
- Volunteer coordination
- Teamwork and collaboration
- Decision-making
- Public relations
- Client relations strength
- Cultural awareness
- Fundraising expertise
- Team collaboration
- Flexible schedule
- Social media management
- Budgeting and finance
- Recordkeeping
- Adaptability and dependability
- Community outreach
- Strategic partnerships
- Public speaking
- Activity scheduling
- Photography and videography
- Problem-solving
- Data entry
- Event planning
- Record preparation
- Document management
- Event setup
- Marketing and promotion
- Documentation and reporting
- Report generation
- Positive attitude
- Supply coordination
- Time management
- Fundraising events
- Organized and efficient
- Friendly and outgoing
- Data confidentiality

Education

Btech in Cse Expected in August 2028

Bhagwan Parshuram Institute of Technology , Delhi , Rohini

Certifications

Participation certificate in various hackathon and Tech quizzes Finalist in two hackthons..