



Sneha Agrawal

Masters in Business Administration
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EDUCATION

Degree/Certificate	Institute/Board	CGPA/Percentage	Year
M.B.A.	Indian Institute of Technology, Kanpur	8.4 (Aggregate)	2026
B.COM.	Lady Shri Ram College for Women.	7.67	2023
Senior Secondary	N.E.B	90%	2019
Secondary	S.E.E	90%	2017

EXPERIENCE

- Genpact** August 2023 - August 2024
Management Trainee - Full time Jaipur, India
 - Reconciliation and Clearance of items [Identified and resolved reconciling items by meticulously matching internal financial records, such as cash books, with external documents like bank statements to maintain accuracy and integrity.]
 - Client communication and Financial coordination (Engaged with clients to discuss financial matters, clarify discrepancies, and ensure smooth processing of transactions. Facilitated effective communication to address queries, provide updates, and maintain transparency in financial operations)
 - Internal and External Audits (Collaborated in audit procedures by assessing financial records, strengthening risk management strategies, and enhancing control mechanisms to uphold organizational governance and regulatory compliance)
 - Month End closing activities (spearheaded on-the-end financial processes, encompassing transaction recording, account reconciliation, and review and adjustment of financial entries to ensure precision and compliance.

SKILLS

- Technical Skills:** SQL, Excel, MS-word, Spss
- Management Skills:** Marketing, Consulting,

CERTIFICATIONS

- UDEMY, 'Digital Marketing'** Dec 2024

ACHIEVEMENTS

- The Indian Council for Cultural Relations awarded the Scholarship for Studying Bcom Hons and MBA in IIT Kanpur under GSS & SJSS.
- Finalist Vendition Vendetta Marketing case competition-IIM INDORE
- Secured first position in Label making competition-Rotaract club of Rever

POSITIONS OF RESPONSIBILITY

- Social Media Manager,** Rotaract club of Rever
2020 - 2021
- Show Management Organizer,** UDGHOSH, IITK
Sep 2024-Oct 2024

INTEREST AND HOBBIES

Reading Novels Badminton Cooking