

EDUCATION

BA English Honours
Vivekananda Institute of Professional Studies/Technical Campus
05/2019 - 05/2022 Delhi

Intermediate
National institute of open schooling
04/2018 - 04/2019 Delhi, India

High School
Kendriya Vidyalaya
04/2016 - 04/2017 New Delhi, India

WORK EXPERIENCE

Quess Corp
Relationship Executive
06/2022 - Present Indira Gandhi International Airport, New Delhi
Quess Corp is India's leading business services provider, leveraging its extensive domain knowledge and future-ready digital platforms to drive client productivity through outsourced solutions.

- Achievements/Tasks
- Got in-depth knowledge of the functioning of Banking Sectors.
 - During the course, I was responsible for **customer relations** where I handled more than 50 customers a day and solved their banking-related queries.
 - Maintained all-time availability for customer queries and concerns.
 - Attending clients' **warm and cold calls** explaining the product to get a foot in the door easily.
 - Did customer visits to create successful business relationships.

Branding intern
krayonnz
05/2021 - 07/2021 Delhi
krayonnz is a note making company where you can upload your handmade school notes or college notes.

- Achievements/Tasks
- Conducted **workload assessments** and devised new **operational processes** that led to a **40%** increase in productivity.
 - **Socialized** their app on multiple platforms and increased their productivity by **10%**.
 - Taught potential customers about the products.

SKILLS

Communication

Microsoft powerpoint

Digital Marketing

Public Speaking

Content Writing

Marketing

Podcasting

Leadership

PERSONAL PROJECTS

- POWER OF PODCASTING STORYTELLING**
- I did a podcasting course during lockdown then I started making podcasts its been 3 years since I started making motivational podcasts now my voice resonated in 54 countries also I got some feedback and a 19% fan following on Spotify and I have been monetized too
- COVID-19 Helping young people managing low mood and depression**
- In this course I learnt about managing moods during lockdown as lots of people lost their self confidence and this prevented a huge impact on people communication so how we can overcome it I came to know.

ORGANIZATIONS

LIT Fest - Organized by Vivekananda Institute of Professional Studies/Technical Campus
(02/2022 - 04/2022)
Volunteer

CERTIFICATES

The power of podcasting for storytelling

COVID-19 Helping young people managing low mood and depression

LANGUAGES

English
Professional Working Proficiency

Hindi
Full Professional Proficiency

INTERESTS

Podcasting

Content writing

Music

Communicating

Travelling