**SIMRAN UKLEKAR**

Email ID: [Simravi2321@gmail.com](mailto:Simravi2321@gmail.com)

Contact Number : 7710032514

**ABOUT ME**



I can handle multiple tasks on a daily basis. I am a dependable person who is great at time management. I have experience working as part of a team and individually.

**EDUCATION**



|  |  |  |  |
| --- | --- | --- | --- |
| **Exam** | **University** | **Year of Passing** | **Percentage** |
| Post-Graduation in Event & MGMT | Xavier’s College | Pursing |  |
| Bachelor’s in Mass Media ( Journalism) | Pillai College, Mumbai University | 2016-2019 | Marks: A CGPA/7 |
| HSC | KPC JR College Science & Commerce -State Board | 2016 | 66.15% |
| SSC | KPC English High School | 2014 | 63.40% |

**EXPERIENCE & AREAS OF WORK**



**SMARTe Inc. (January ,2020 till Date)**

**Asst Research Analyst**

**Roles :**

* Using the Internet and variety of databases to search for Business Information, working with various Automated Information Management Systems, Computer Software & Applications (Word-Processing & Email) for information retrieval purposes.
* Possesses excellent 'Web Surfing' and 'Web Research' skills
* Utilizing the Internet, Search Engines & other Online Resources to scour for business & news information
* Market research and providing qualitative information for Lead Generation, Investment Decisions, Competitive Benefits & Product Development Purposes

**Sportz Consult as Research Intern**

**Duration : May 2019- Sep 2019**

**PROJECTS**



Skoda Single Wicket Championship, Aspiring She,Redbull,Vogue Nykaa Awards, Astech,UNICEF,X-Food festival Research, Volunteering, Heads.

**SKILLS**



* Hotel Management
* Data entry
* Operations management
* Communication skill
* Digital Marketing
* Leadership
* Presentation skill
* Research
* Spreadsheets
* Time management
* Event Management

**INTERESTS AND HOBBIES**



Reading, Dancing & Reading Books.

 **SOCIAL LINKS**

 https://www.facebook.com/simran.uklekar2016

 Simranuklekar21

 Simranuklekar21

 Simranuklekar21

<http://linkedin.com/in/simran-uklekar-964ba2159>



**Personal Details :**

**Sakal CHS, Room no- A-17,**

**Sector 12, Kharghar Navi Mumbai- 410210.**

**DOB : 21st October,1998.**

**Languages: English & Hindi**

**I hereby declare that the above written particulars are true to best of my knowledge and belief.**

**Simran Uklekar**