

MAHAK GUPTA

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EDUCATIONAL QUALIFICATIONS

Course /Examination	Institution/University	Year of Passing	Performance
B.com	Sri Aurobindo College (University of Delhi)	2025(Pursuing)	7.135(upto 4th semester)
AISSCE	Ganesh Ramnagar Saraswati Balika Vidya Mandir(Agra)	2022	92.8% [464/500]
AISSE	Agra Vanasthali Vidhyalaya(Agra)	2020	90.8% [454/500]

PROFILE SUMMARY

"A self-driven and meticulous B.Com student with a strong academic foundation in finance and accounting. Experienced in financial analysis and budgeting through society roles."

INTERNSHIP

Business development intern , Skillarena education technologies, New Delhi

Skillarena – Skillarena encompasses an array of online courses in multiple domains of education and knowledge.

- Conducted market research to identify potential leads and prospects.
- Prepared sales presentation materials and pitch decks, ensuring alignment with company branding and messaging.

SKILLSET

Soft skills

- Strong communication and presentation skills
- Team management
- Problem-Solving
- Attention to Detail

Technical skills

- Financial Reporting and analysis
- Excel
- Data Visualization

PROJECTS UNDERTAKEN

Head of Research and development department , The NigIndo Nexus

- To put forward the proposal of conducting education fair in Nigeria in front of The Nigerian High Commission (High Commissioner of Nigeria to India in the Nigerian Embassy based in New Delhi).
- Leading a team of 10 SRCC students.
- Strengthened presentation skills.
- Developed research skills, including data collection and analysis .
- Collaborated with team ,enhancing communication and synergy.

POSITIONS OF RESPONSIBILITY

President (MARKARENA, The marketing society -Sri Aurobindo College)

- Orchestrated and directed a team of 60+ marketing enthusiasts, fostering a collaborative and creative environment that enhanced productivity.
- Oversaw financial planning and expense tracking for MarkArena's events, managing a budget of ₹50,000+ and ensuring cost-effective resource allocation while adhering to budget constraints.
- Invited Speakers for prestigious marketing sessions, showcasing leadership and organizational skills.

Executive member (Nivesh, Finance and Investment Cell– Sri Aurobindo College)

- Facilitate discussions on the latest financial trends, ensuring the team stays updated and well-informed

Research Executive(The Placement Cell-Sri Aurobindo College)

- Successfully generated 20+invaluable opportunities for fellow students as a dedicated research executive , enhancing academic and assist in organizing finance-related events and workshops to enhance members' knowledge.
- **Recognized as "Best Member of the Month"** multiple times for consistently delivering valuable research and insights to support placement activities.

AWARDS & ACHIEVEMENTS

- Certificate of merit for scoring 90+ in class 12th.
- Principal 's prize for securing 1st Position in class 10th .

OTHER INTERESTS & ACTIVITIES

- Assisted the Rotaract Club of Sri Aurobindo College in managing donations, budgeting for charitable events, and preparing financial summaries to support community welfare initiatives.
- Volunteered in NEEV 2.0,the placement and internship fair of Sri Aurobindo College.
- Enthusiastic about participating in debates and group discussions to improve communication skills.