

KUNDAN KUMAR PANDIT

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I have done my Bachelor's degree (BSc Hons.) in Computer Science from KESHAV MAHAVIDYALAYA college University of Delhi. I'm skilled in the **WEB Development, Project Management, Operations tasks**. I have focused my academics work on theoretical, **technical, management**, and **Development** related fields and have a view to explore diverse fields. Good understanding of different technical as well as management verticals. And I'm looking to utilize my knowledge and leadership skills in an esteemed organization. Tech-savvy and a fast learner with innate communication skills and natural curiosity for working with my high proficiency.

EDUCATIONAL QUALIFICATIONS

Course (Stream)/Examination	Institution/University	Year of Passing	Performance
BSc Hons. Computer Science	KESHAV MAHAVIDYALAYA (University of Delhi)	2023	7.8 CGPA
AISSE (Science)	Govt. Boys. Sr. Sec. School (Delhi)	2020	90 %
AISSE	Govt. Boys Sr. Sec. School (Delhi)	2018	72%

Work Experience

- Content Editor Intern | Yes Pustak |

YES Pustak is an ed-tech company starting up with an insight of providing digital eBooks for 3rd to 12th standard students Role – Preparing content, editing & transformation of the content.

- Content Writer Intern | Free Co Education |

Free Co is one of the rapidly growing Ed-Tech startups in India that is also at the forefront to offer high-quality content and Premium Management Services to various organizations, Individuals working in the Education field, and Educational Institutions Role – Content Writer and Content editor for the website and analysing the content.

- Marketing & Operation Intern | Ferns n Petals |

Ferns N Petals (FNP) is an Indian gifting company. FNP provides flowers, cakes, plants and other gift items to customers. Role - Marketing Associate , Sales Associate.

AWARDS & ACHIEVEMENTS

- GOLD MEDAL : 1st Position in Science Exhibition | Govt. Boys. Sr. Sec. School | 10th standard | 2017
- BRONZE MEDAL : 3rd Position in Maths Exhibition | Govt. Boys. Sr. Sec. School | 11th standard | 2018
- GOLD MEDAL : 1st Position in Science Exhibition | Govt. Boys. Sr. Sec. School | 12th standard | 2019
Ranked in top 4 in 12th standard with 90%

POSITIONS OF RESPONSIBILITY

- CREATOR AT NSS (Keshav Mahavidyalaya) : Worked with the NSS as a Creator and worked with and for the students, events with diverse roles and opportunities.
- STUDENT COORDINATOR AT ABVP (Keshav Mahavidyalaya) : Member of Akhil Bharatiya Vidyarthi Parishad, an organization that works for students and works on their problems. Coordinating with Students and understanding their issues, planning and making decisions to solve the issue at the earliest.
- PREFECT (Govt. Boys. Sr. Sec. School) : Managing the duties of the school, Organizing various fest and annual functions, counselor to junior students, and maintaining an atmosphere of cooperation, peace, discipline, and unity in the school.
- TEAM LEADER (SCIENCE EXHIBITION – Govt. Boys. Sr. Sec. School) : Participated in Annual Science Exhibition , team leader, managing the team, reviewing the work, maintaining records and giving presentation of our project.

SKILLS

Microsoft Office Suite (PowerPoint, Word)	Statistical Data Gathering
Cooperate Communication, Critical thinking	Team Management and Leadership,
Strategic Thinking , Project management	Ability to work under pressure Problem Solving
Critical & Analytical Thinking	Management & Organizational Skills
Quantitative & Qualitative Research	Verbal & Written Communication,Digital marketing(basic)
Risk Analysis & Decision Making	Responsible, Good Listener
Web Development, Data analysis ,SEO	Pandas ,Jupyter notebook , Python
CSS , Javascript , React.js	Database management , ML(beginner).