

# SANIYA BANSAL

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## EDUCATION

<b>PGDAV (Eve), University of Delhi</b> <i>B.Com (Bachelor of Commerce) Prog. - CGPA: 8.09</i>	South Campus, Delhi <i>Pursuing</i>
<b>Lord Mahavira Academy, C.B.S.E</b> <i>Senior Secondary (10 + 2), Commerce with Maths - Percentage: 89%</i>	Saharanpur, Uttar Pradesh <i>2022 - 2023</i>
<b>Lord Mahavira Academy, C.B.S.E</b> <i>High School (10th), Science, Maths, English, Hindi, Social Studies - Percentage - 90%</i>	Saharanpur, Uttar Pradesh <i>2020 - 2021</i>

## COURSEWORK / SKILLS

- |                       |                      |                       |                         |
|-----------------------|----------------------|-----------------------|-------------------------|
| • Communication       | • Talent Acquisition | • Time Management     | • Data Analysis (Excel) |
| • Project Management  | • HR Documentation   | • Public Speaking     | • Team Collaboration    |
| • Employee Onboarding | • Problem Solving    | • Content Development | • Organizational Skills |

## WORK EXPERIENCE

<b>Assistant Internship Manager, Querencia</b> • Managed intern recruitment, onboarding, and training through workshops. • Monitored performance, provided feedback, and ensured smooth program operations.	<i>(Currently Pursuing)</i>
<b>Content Writer, Tarunaa (Youth Parliament)</b> • Researched and wrote articles on social, political, and youth-related issues. • Drafted speeches, press releases, and newsletters while ensuring content accuracy.	<i>(Currently Pursuing)</i>
<b>Human Resource Intern, Career Mantra</b> • Assisted in recruitment, onboarding, and HR administration. • Supported employee engagement and process improvements.	<i>September – December</i>

## EXTRACURRICULAR ACTIVITIES

<b>Editorial Head, Abhivyakti (Youth Parliament Society)</b> • Led editorial initiatives, managing content development and communication. • Enhanced engagement in youth parliament discussions through effective content strategy.
<b>Student Volunteer, Anubhuti (The Expression Society of PGDAV)</b> • Organized events and workshops to foster creativity and teamwork among students. • Supported initiatives that encouraged collaboration and student engagement.
<b>Member, Women Development Cell</b> • Contributed to initiatives promoting gender equality through workshops and awareness campaigns. • Supported community outreach programs focused on empowering women.
<b>Event Organizer, Red Ribbon Club (PGDAV)</b> • Coordinated health awareness events and workshops focused on HIV/AIDS prevention. • Led outreach programs to educate and engage the student community on health issues.

## ACHIEVEMENTS

- **SGPA: 8.09 (Last Semester)**, demonstrating academic excellence.
- **CMA Foundation (Cleared in First Attempt, June 2024)**, showcasing financial and analytical skills.
- **Editorial Head, Abhivyakti (Youth Parliament Society)**, reflecting leadership and commitment to meaningful discussions.
- **Organized 10+ Debating Events, Abhivyakti**, strengthening event management and public speaking skills.
- **NCUI Awareness Program on Cooperation (Aug 7, 2024)**, enhancing teamwork and social awareness.
- **Volunteer, IITESTME-2024 International Conference**, contributing to research and knowledge exchange.