

Aarti Vengaiah Tawa

Bachelor of science in Biotechnology

Rajiv Gandhi Institute of IT and Biotechnology, Bharati Vidyapeeth University, Pune.

Currently Pursuing MBA-HR from Institute of Management and Entrepreneurship development Pune.

Mobile: 7038917887

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About

Highly motivated and hard-working Master of Business Administration Student, currently pursuing MBA from Bharathi Vidyapeeth University Institute of Management and Entrepreneurship development Pune and completed Graduation in Bsc. Biotechnology . My goal is to land a responsible position at a reputed company and Organization where I can best apply my skills and strengths to accomplish the organization's goals and objectives while also expanding my knowledge base.

Education

Qualification	Institute	Board/University	Year of Passing	Score
MBA-HR	Institute of management and entrepreneurship development	Bharati Vidyapeeth Deemed University	2022-2024	SEM-I 9.49 CGPA
BSc. Biotechnology	Rajiv Gandhi Institute of IT and Biotechnology	Bharati Vidyapeeth Deemed University	2022	9.15 CGPA
12th	Kendriya Vidyalaya Southern Command, Pune	Central Board of Secondary Education, Delhi	2019	75 %
10th	Kendriya Vidyalaya Southern Command, Pune	Central Board of Secondary Education, Delhi	2017	8.6 CGPA

Experience and Projects

> Worked as HR intern and Business Analyst Team Leader at Fundsroom (Automated Fintech company) from Dec 12th to Feb 12th 2023 it was a Work from office internship.

I worked extensively in several department of human resource which included recruitment, training and development, performance management and internal engagement activities and created tailored analysis reports and subsequently contributed immensely to Business Development.

Worked as an HR intern at Devtown (A research and education based company) from 16 Aug to 16 Sept 2022.

- Work with the HR Team to achieve daily call targets. Collaborate with the HR team to plan and create new bootcamp marketing initiatives and lead generation models.
- Work on lead generation for bootcamps.

> Worked as Volunteer intern at Youth Empowerment Foundation NGO from 20 Feb to 20 Mar 2021.
helping NGO to reach beneficiaries, preparation of database of migrant workers, raising funds through online campaign & other related works assigned by our organization.

> Graduation Project on Spirulina as Superfood.

Awards and Certificates

- Achieved a certificate as an HR- intern from Devtown (A research and education startup)
- Awarded a Certificate from Youth Empowerment Foundation for Successfully completing Volunteering internship.
- Crowned Miss.Diamond 2022 Title of IMED GEMS 2022.
- Organized and participated in Paper Presentation Seminar event on High performing Teams 2022.
- Won the First rank in Rangoli Competition event of IMED GEMS 2022.
- Awarded a Certificate in Creative Writing competition conducted by YEF.
- Recieved a Certificate for participating in webinar on Sex Education, Surrogacy and New education policy 2020 Organized By YEF.
- Achieved a Certificate Course in Immunogenomics trained from Biotechnika Info Labs Pvt. Ltd.

Strength and Skills

- Effective Communication Skills, can speak and understand five different languages.
- Creative
- Learner
- Time Management
- Observent
- Presentation skills
- Patience

Interests and Hobbies

- Making DIY
- Writting Journal
- Teaching Kids
- Stick to Tradition
- Dancing

devtown

CERTIFICATE OF COMPLETION



THIS CERTIFICATE IS PRESENTED TO

AARTI VENGAIHA TAWA

in recognition of her dedication and hard work as a
"Human Resource Intern"

We wish her well in her future endeavours.

Shaurya Sinha
co-founder

16th Aug. 2022 - 16th Sept 2022

DATE



YOUTH EMPOWERMENT
FOUNDATION

CERTIFICATE OF INTERNSHIP

YEF/21/R00160

This certificate is awarded to

AARTI VENGAI AH TAWA

for successfully completing **Volunteering Internship** at Youth Empowerment Foundation.

The duration of internship was **one month** starting from **20/02/2021**.

During this period, the candidate was found to be hardworking, efficient and sincere.

Rambabu Sharma
PRESIDENT
Youth Empowerment Foundation

Internship Certificate

Date: 20th February 2023

To Whomsoever It May Concern

We are pleased to confirm that **Ms. Aarti Vengaiah Tawa** has successfully undertaken her role as a Human Resource Team Leader completed and her internship for 60 days from 12th December 2022 to 11th February 2023.

During her internship time at Fundsroom, Aarti showcased some key traits which included but were not limited to obedience, leadership, and communication skills.

Her amicable personality created a positive work environment for her peers and her team members, which increased productivity. Her active participation and interaction in team-building sessions aided us to foresee problems before they surfaced.

She efficiently led her team and exhibited a commitment to her work. She worked extensively in several department of human resource which included recruitment, training and development, performance management and internal engagement activities and created detailed analysis reports that were possible due to her knowledge and interest in the human resource sector and subsequently contributed immensely to business development.

We would like to wish best of luck in her future endeavors and firmly believe that she would become an integral part of a future workplace.

Thanking you!

Yours Sincerely

Fundsroom Investment Services.



Masroor
Khan[C.E.O]



Fundsroom Investment Services
Pune, Maharashtra, India- 411048

Reg. No: 4810005240594



Department of Industrial Policy and Promotion
Ministry of Commerce and Industry
Government of India

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LETTER OF RECOMMENDATION

Date: 20th February 2023

To Whomsoever It May Concern,

This letter addresses some of our views and perceptions about **Ms. Aarti Vengaiah Tawa**, who was a former Team Leader at Fundsroom working as a Human resource & Finance team leader. The key motive of this missive is to write a recommendation letter for a future potential employer who might consider Aarti as a candidate.

Whilst Aarti's time at Fundsroom, we got to know her very well and can thoroughly vouch for her character and abilities. She showcased herself as an obedient charismatic individual with strong leadership, management, and communication skills. When given the responsibility of a team leader, She maintained a pleasant, Joyous work environment with a positive attitude toward her peers and her team members. She actively participated in team building sessions and exhibited a strong will to take initiative and a robust approach to handling adverse situations.

She efficiently built her team and exhibited a sheer commitment to her work. She was involved in various human resource and operations activities which involved recruitment, hiring, team building, Financial research and data analysis etc which were possible due to her knowledge and interest in Human resource and Finance Domain and subsequently contributed immensely to the business development and overall growth of the organization.

Over the course of time, we also noticed that apart from her domain, she possesses exceptional skills in team-building activities, Idea generation, and strategy development which is a key asset in a start-up organization. This Leadership quality of her helped to come up with intuitive strategies which boosted her team's morale. It was an absolute pleasure to have her work alongside us and the rest of the team.

We would like to wish her best of luck for her future endeavors and firmly believe that she will become a pivotal part of a future workplace.

Your Sincerely



Masroor Khan
[CEO]

