

Aakanksha Chandak

Student

An organised, competent and self motivated aspiring Urban Manager seeking an entry level opportunity with an esteemed organization where I can utilize my skills and learn more about the field.



aakankshachandak22@gmail.com

8319584100

Plot 12 A, Nijigada, Kurki, Harirajpur, Odisha, Bhubaneswar, India

linkedin.com/in/aakankshachandak22

EDUCATION

MBA-Urban Management and Governance

Xavier School of Human Settlements, Xavier University Bhubaneswar

06/2018 – 2016

BBA-Finance

Institute of Management and Entrepreneurship Development, Bharati Vidyapeeth Deemed University

2015 – 2018

9.39 GPA

INTERNSHIP EXPERIENCE

Management Intern

Capital Region Urban Transport (CRUT)

04/2019 – 05/2019

Bhubaneswar

An agency providing public transit services in the City: Bhubaneswar, Puri and Cuttack.

Achievements/Tasks

- Gap Analysis: Performed current state assessment of the organisation structure and performed gap analysis, further recommended how the organisation structure should be.
- Preparation of SOPs of several jobs in the organization.
- Inspection of Bus Queue Shelters for the payment to the vendor.
- Park Damage Assessment Survey post Fani Cyclone.

Urban Learning Experience

Capital Region Urban Transport (CRUT)

10/2018 – 12/2018

Bhubaneswar

Urban Learning Experience during the Men's Hockey World Cup, 2018

- Preparation of an Organization report, based on CLIENT BASED INTERACTION about the organization and tasks performed in the training.
- Consumer perception survey for the Mo Cycle (Public Bicycle Sharing System) of Bhubaneswar.
- Contribution in the making of HR Policy of the organization.
- Prepared a city report on Bhubaneswar, based on primary research focusing on demography, economy, infrastructure and governance.

Summer Intern

Adarsh Udyog

05/2017 – 06/2017

A firm involved in trading and repacking of Edible Oil Products

Bhilai

Achievements/Tasks

- Analysis of financial performance of the firm by the means of calculation of certain ratios with the help of various financial reports of the organisation.

SKILLS

Urban Mobility

Affordable Housing

Gap Analysis

Social Media Handling

MS Project

MS Powerpoint

MS Word

MS Excel

PERSONAL PROJECTS

A City Report on Nagpur

- A descriptive report on the city of Nagpur based on various parameters: Demography, Economy, Governance Structure, Environment and social issues, Infrastructure services and Major Development Initiatives.

CERTIFICATES

Web Application Security Testing (2015 – 2016)

Certification in Cyber Security (2015 – 2016)

ACHIEVEMENTS

Secured 4th rank in BBA Semester III (2016 – 2017)

Secured 2nd rank in BBA Semester IV (2016 – 2017)

Secured 2nd rank in BBA Semester V (2017 – 2018)

LANGUAGES

English

Full Professional Proficiency

Hindi

Full Professional Proficiency

Odia

Professional Working Proficiency

Marwadi

Full Professional Proficiency

INTERESTS

Water and Waste Management

Economic Development and Livelihood

Environment Sustainability

Badminton

Singing