

Curriculum Vitae

Yashika Sharma

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Career Objective :-

- To realise myself in terms of satisfaction & prosperity, that results in a mutual & fruitful relationship. I am looking for an organisation that will appreciate and draw on my skills, creativity, intelligence & hardwork and will create avenues for my professional growth.

Academic Qualification :-

- 10th pass from CBSE BOARD, 92%
Saint Giri Senior Secondary School, Rohini, New Delhi-110085
- 12th pass from CBSE BOARD, 91%, (Commerce With Maths)
Saint Giri Senior Secondary School, Rohini, New Delhi - 110085
- B.Com (P) from Delhi University, 8.25 CGPA
Shyama Prasad Mukherjee College for Women, New Delhi

Skills :-

- Completed Computer Application Diploma of 6 months
- Typing Speed - 40 WPM
- Content Writing skills
- Good at verbal and written communication
- Analytical Skills
- Problem solving attitude
- Leadership Qualities
- Teamwork Spirit
- Video making and editing

Roles & Responsibilities :-

- Served as General Secretary of NSS team of the college in second year.
- PR event head in the fest of entrepreneurship cell, Sashakti, of our college.
- Coordinator of the event “Unsung Heroes” organised by NSS SPMC, received a memento from the chief guest Mr. Arjun Ram Meghwal (Law Minister, GoI).
- Coordinator of the event Suryanamaskar, organised by NSS SPMC with the collaboration Physical Education Department SPMC. It was the project of the Ministry of AYUSH. The ministry invited our college to be a part of their project.
YouTube link of the event -
- Report incharge of NSS SPMC in first year.

Achievements :-

- Secured second highest marks in 1st year of graduation.
- Received Memento from current Law Minister of India.
- Received "Best NSS Volunteer Award" in final year of the college.
- Two write ups published in the commerce department magazine of our college.
- My picture was published in the shining stars column in the commerce department magazine of the college.
- Secured second position in inter college Rangoli making competition.
- Secured third position in intra college poster making competition.

Internships :-

- Profile - Volunteering
Organisation - Vishalakshi Foundation
Duration - 6 months (01/03/2021 - 01/09/2021)
Work Description - I did every task which was assigned to me before time. Like fundraising, etc. Became Volunteer of Month at Vishalakshi Foundation, featured on story on the official Instagram page of VF. Also got the Certificate of Appreciation from the foundation.
- Profile - Core Member
Organization - Vishalakshi Foundation
Duration - 1 year (02/09/2021 - 02/09/2022)
Work Description - Led a team of 50 volunteers. Made sure that my team does every task on time. Visited slums with my team to support donation drives. Motivated the team from time to time.
- Profile - Event Management Intern
Organisation - Shreshtha Bharat Foundation
Duration - 3 months (01/03/2021 - 03/06/2021)
Work Description - Became intern of the week. In three months, I as a team leader, with the team of three people beside me conducted 6 events. One was fund raising event. In this we conducted a webinar with an Ayurvedic doctor in the corona period.
- Profile - Human Resources (HR)
Organisation - Jankalyan Multipurpose Education Society
Duration - 1 week (01/08/2021 - 08/08/2021)
Work Description - Recruited interns. Monitored the selected interns. Checking their daily tasks. Motivated them to complete the assigned tasks.

Languages Known :-

- English
- Hindi

Personal Profile :-

Name : Yashika Sharma
Date of birth : 05/12/2002

Gender : Female
Marital status : Unmarried
Nationality : Indian

Declaration :-

All the particulars given above are true to the best of my knowledge and belief and I ensure that if given a chance to serve in your esteemed organisation, I will not leave any stone unturned.