



## NATASHA JAHAN

### OBJECTIVE

As a recent graduate, I am seeking a role which allows me to learn and grow. I have actively taken on roles and responsibilities for various intra and inter-college events, activities, projects, and fests. I am a sincere, diligent, and effective learner who loves to travel, read, write, create art, and enjoy nature. I hope to make everyone proud and to be the woman I want to be to have a small impact on this beautiful planet we live on through our life.

### SKILLS & ABILITIES

- ✚ LANGUAGES KNOWN: ENGLISH, HINDI, AND BENGALI.
- ✚ MS-OFFICE, MS-WORD, MS-EXCEL, MS-POWERPOINT, MARKET RESEARCH, DATA ANALYSIS, ACCOUNTING AND STATISTICS, MANAGEMENT, DIGITAL ART AND DESIGN, CONTENT WRITING AND PHOTOGRAPHY.
- ✚ COMMUNICATIVE, CREATIVE, ADAPTABLE, THOUGHTFUL, PERSUASIVE, ZEALOUS, AMIABLE, DEFERENTIAL, OPINIONATED, AND INDUSTRIOUS.

### VITALS

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DRIVING LICENSE: BAHRAIN AND INDIA

### PERSONAL PROJECTS

PROJECT REPORT ON A COMPARATIVE STUDY BETWEEN HDFC BANK AND AXIS BANK, MAY 2022

<https://drive.google.com/file/d/1jcxPTWHAVY8bq-kUslSRpQbKkQuUA4p/view?usp=sharing>

PROJECT REPORT ON UNIBALL PEN, JUN 2021 – JUL 2021

<https://drive.google.com/file/d/1DHZlrmRVyZviWOH7VYwqeaMKNVsuhwo3/view?usp=sharing>

ACTIVE LEARNING DAY, SHIKSHAYATAN COLLEGE SEP 2019 - SEP 2019

<https://drive.google.com/file/d/1UTy9A-Se7zhzwkhYErJEN00oE8nPHQ6H/view?usp=sharing>

LGBTQ+ PROJECT, DEC 2018

[https://drive.google.com/file/d/19nRWnGhHSLEUgTMdT\\_P\\_GoHcAWHSS12c/view?usp=sharing](https://drive.google.com/file/d/19nRWnGhHSLEUgTMdT_P_GoHcAWHSS12c/view?usp=sharing)

The project is related to legal status of LGBTQ+ community and their progress, acceptance, and rights in different nations around the world. I was the speaker for Middle Eastern country, Saudi Arabia. And I have attached a part of it.

## VOLUNTEERING, EXPERIENCE AND/OR LEADERSHIP

### DEPARTMENT EDITORIAL THE EDITORIAL COMMITTEE MEMBER (2022)

Active member of the Editorial Board for Publication of Dept. Newsletter Journal (HERIZON '22). Enhancement of editorial and writing skills. Authoring Article and Poem, capturing a breathtaking sunset in Bahrain through Mobile Photography, and creating digital art for the Journal.

### HR INTERN AT ASMACS, MANAMA, BAHRAIN (2019)

Communication over calls, Scheduling appointments for meetings, reviewing and writing data via MS-Excel.

### MARKETING INTERNSHIP AT YOUNITY

Expanding network, persuasion through correct marketing related to the courses available at Younity.in and successfully recruiting candidates for courses at Younity.in within the period of internship.

### SOCIAL MEDIA MARKETING INTERNSHIP AT CRAZY FOR SUCCESS FOUNDATION, INTERNSHALA

Use of Social Media Platforms for Marketing and advertisement of the opportunities available at the firm and learning interpersonal communicating and interactive skills thoroughly.

### NSS VOLUNTEERING

Visiting Old age homes, Orphanages, NGOs, Basti and Non-profit Schools for Underprivileged Children. Actively interacting with the people present and communicating through languages understood by them. Providing supplies necessary for them and creating awareness for health and hygiene. Making flow charts and informative charts for better understanding of safety and protocols to be supported in general and during the pandemic to survive and remain healthy.

### CHARCHA SOCIETY (BENGALI CULTURAL CLUB)

Actively taking part in the programs and functions held by the club both intra-college and intercollege. willing to learn more.

### PODIUM MANAGEMENT FEST VOLUNTEER (SHIKSHAYAN), 2020

Engaged actively in all aspects of the program as per the responsibilities allotted.

### CEO OF E-CELL GROUP IN COLLEGE CONDUCTED BY WADHWANI FOUNDATION, AND SELECTED BY GLOBAL JURY FOR A REAL PROPOSAL, 2019-2020

Led the team and was accountable for our actions, assignments, and responsibilities.

### SCHOOL COUNCIL, 2017-2018

### DIRECTOR AT INTERACT CLUB IN SCHOOL, 2017-2019

### DEB-SOC, 2019

## EDUCATION

### SHRI SHIKSHAYATAN COLLEGE, CALCUTTA UNIVERSITY

### BACHELOR'S IN BUSINESS ADMINISTRATION (FINANCE HONOURS)

YEAR OF PASSING: 2022

PERCENTAGE: 82%

### APEEJAY SCHOOL, KOLKATA, CBSE 10+2 GRADE (HUMANITIES)

YEAR OF PASSING: 2019

PERCENTAGE: 80.3%

### APEEJAY SCHOOL, KOLKATA, CBSE 10TH GRADE

YEAR OF PASSING: 2017

PERCENTAGE: 81%

## AWARDS

### CERTIFICATE OF MERIT FOR SECURING GRADE A+ IN THE B.B.A. (HONS.) EXAMINATION, 2022

From Shri Shikshayatan College, Calcutta University, Bachelor's in Business Administration (Finance Honors).

### CERTIFICATE OF ACHIEVEMENT FOR A PRACTICE VENTURE (SANDS' NIRVANA, AS THE CEO) CREATED AS A PART OF WADHWANI FOUNDATION- NEN'S PROGRAM ON ENTREPRENEURSHIP

Certified by a Global Jury as a 'Real Venture' and Wadhvani Foundation, NEN.

### CERTIFICATE OF EXCELLENCE FOR CONTRIBUTION IN NATIONAL SERVICE SCHEME FOR THE PERIOD 2019-2022

From NSS Unit, Shri Shikshayatan College, Kolkata (Calcutta).

### CERTIFICATE OF COMPLETION FOR SHRI SHIKSHAYATAN COLLEGE'S E-CELL: SHRI VRIDDHI

Foundation and Advanced course in Entrepreneurship conducted in collaboration with the National Entrepreneurship Network, Wadhvani Foundation, and obtained 97% for the year 2020.

### CERTIFICATE OF EXCELLENCE FOR CONTRIBUTION IN NSS SPECIAL CAMP 2021-22 FOR THE PERIOD OF 24/3/22 TO 31/3/22

From NSS Unit, Shri Shikshayatan College, Kolkata (Calcutta).

### CERTIFICATE OF ACHIEVEMENT FOR PARTICIPATING IN THE INTERCOLLEGE MANAGEMENT FEST, 'BONFIRE' 22'

From The Bhawanipur Dept. of Business Administration, Kolkata (Calcutta).

### CERTIFICATE OF PARTICIPATION IN SPICMACAY SOCIETY 'SAMAGAM' 2019

From Loreto College, Kolkata (Calcutta).

### CERTIFICATE OF PARTICIPATION IN POSTER-MAKING ON ACTIVE LEARNING DAY AND SECURING 1<sup>ST</sup> POSITION (2019)

From Shri Shikshayatan College, Kolkata (Calcutta).

### CERTIFICATE OF MERIT AWARDED FOR 1<sup>ST</sup> POSITION IN TUG OF WAR (INTERHOUSE ANNUAL SPORTS MEET 2017)

From Apeejay School, Park St., Kolkata (Calcutta).

### CERTIFICATE OF EXCELLENCE FOR SCORING 69.16 PERCENTILE IN NATIONAL GENIUS SEARCH EXAMINATIONS [MAINS] 2015

From National Genius Foundation via Apeejay School, Park St., Kolkata (Calcutta).

### CERTIFICATE OF PARTICIPATION IN INTERSCHOOL FOLK LORE AND SECURING 3<sup>RD</sup> POSITION (2015) AT INDIAN MUSEUM

From Hope to Action ed. program by (TERI) and (BAE) recognizing the significance of The Ganges and reviving it connect with the people. (River Show Project)