

## EDUCATION

### **Bachelor of Business Administration (B.B.A.), HR**

G.H. Rasoni College Of Commerce, Science & Technology

2018 - 2021

CGPA: 9.75/10

### **Senior Secondary (XII), Commerce**

STATE BOARD board

Year of completion: 2018

### **Secondary (X)**

STATE BOARD board

Year of completion: 2016

## JOBS

### **Media Assistant**

Kalaashcharya Company, Virtual

May 2021 - Jun 2021

### **Marketing**

Himalayan Wonders, Nagpur

Jan 2021 - Feb 2021

## INTERNSHIPS

### **Social Media Marketing**

Astrotalk, Virtual

Aug 2021 - Present

### **Human Resources (HR)**

Shine Projects, Virtual

May 2021 - Jun 2021

### **Human Resources (HR)**

Crazy For Success Foundation, Virtual

Mar 2021 - Apr 2021

## TRAININGS

### **Finance**

Shine Projects, Online

May 2021 - Jun 2021

### **Human Resource**

Nestle, Online

Apr 2021 - May 2021

## SKILLS

### **Recruitment**

Intermediate

### **English Proficiency (Spoken)**

### **Accounting**

Intermediate

### **English Proficiency (Written)**

Intermediate

**Hindi Proficiency (Spoken)**

Intermediate

**Marathi Proficiency(Spoken)**

Intermediate

**Data Analytics**

Beginner

**Instagram Marketing**

Beginner

**MS-Excel**

Beginner

**MS-Word**

Beginner

Intermediate

**Hindi Proficiency (Written)**

Intermediate

**Marathi Proficiency(Written)**

Intermediate

**Digital Marketing**

Beginner

**MS-Office**

Intermediate

**MS-PowerPoint**

Intermediate

**ADDITIONAL DETAILS**

I have been a part in scout guide in 9th and 10th class,  
Have received letter of appreciation from shine projects