

# AKANSHA AGGARWAL

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## CAREER OBJECTIVE

To work in a firm with a professional work driven environment where I can utilize and apply my knowledge and I can work as an asset where my technical and analytical skills would be used for the betterment of the organization.

## PROFILE SUMMARY

- ❖ An energetic, driven and capable employee who has time of progressive experience in overseeing. Uses my diverse talents and skills to contribute towards achieving a company's strategic and operational targets and overall business aims. My extensive experience of long term planning, performance improvement, staff development and sales and profitability will be an asset for the organization..
- ❖ At present I work in a high-energy environment where targets have to be met by aggressive deadlines.
- ❖ Proficient in interacting with different departments for executing the sales and enhancing the overall efficiency of the organization
- ❖ Sound knowledge of handling the back-end operations and other general administration activities of the organization.
- ❖ Possess excellent interpersonal, communication and organizational skills.

## PROFESSIONAL EXPERIENCE

### Online Sales Executive: 10 July 2016 – Present

- ❖ Pblishing.com



It is India's first crowd-driven publishing house and aim to promote the writing talent in India and discover the next generation of writers.

**Work Profile :** Works as an Online sales Executive.

As an executive I gets to deal with various brand managers of online portals like Amazon, Flipkart, Snapdeal, Firstcry and many more.

## IT PROFICIENCY

- ❖ Internet Browsing.
- ❖ **Language:**
  - C
  - C++
  - Core Java
- ❖ **General and graphic application:**
  - HTML

❖ **Basic tools:**

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint

## **BASIC ACADEMIC CREDENTIALS**

Qualification	Board/University	Marks	Year	College/School
B. Tech (Computer Science Engineering)	UPTU	70%	2010-2014	Shree Ganpati Institute Of Technology
Intermediate	CBSE	72.4%	2010	Air Force School
High School	CBSE	78.2%	2008	Air Force School

## **EXTRA CIRRICULAR ACTIVITIES**

- ❖ Executive Member of cultural Committee in Air Force School.
- ❖ Volunteer in Event Committee in SGIT.

## **INTERPERSONAL SKILL**

- ❖ Ability to rapidly build relationship and set up trust.
- ❖ Confident and Determined.
- ❖ I am part of solution.
- ❖ Willingness to learn.

## **PERSONAL DETAILS**

- ❖ **Father's Name** :- Mr. Virender Prakash Agarwal
- ❖ **Permanent Address** :- L-14 Lajpat Nagar, Sahibabad, DELHI-NCR.
- ❖ **Date of Birth** :- 09 February 1993
- ❖ **Language Known** :- English & Hindi
- ❖ **Marital Status** :- Single
- ❖ **Nationality/Religion** :- Indian
- ❖ **Interest & Hobbies** :- Internet browsing, programming for problems, Debugging.

## **DECLARATION**

I do hereby declare that the above information is true to the best of my knowledge.

(Akansha Aggarwal)