

RISHI SINGH PARIHAR

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Summary

Driven business professional with a bachelor's degree in business administration (Information Technology), seeking opportunities to leverage expertise in technology and business administration. Skilled in project management, business analysis, and strategic decision-making, with a strong commitment to continuous learning and professional growth.

Education

Lovely Professional University

Bachelors of Business Administration – (Information Technology)

Aug 2021 – July 2024

CGPA: 6.94/10

Shri Ganesh Senior Secondary School

Higher Secondary Education – (CBSE)

May 2019 – July 2020

Percentage: 61.26/100

Skills

Technical Skills: C++, Python, SQL, MS OFFICE SUITE (WORD, EXCEL, POWERPOINT)

Business Skills: Leadership, Communication, Analytical Thinking, Time Management, Negotiation, Operations Management

Work Experience

Vindhya Telelinks Limited

Business Operations Intern

June 2023 – July 2023

- Managed and updated employee records for 500 employees within HR systems and databases.
- Conducted bi-weekly audits to ensure data integrity and accuracy, maintaining a 99% accuracy rate.
- Assisted in creating and maintaining electronic employee records, handling over 100 records weekly.
- Supported team members in SAP, SQL, and Excel maintenance and data input.
- Contributed to projects aimed at optimizing HR, CRM, and operations procedures.

Project Work

Pizza Sales – SQL Data Exploration

May 2024

- Conducted a comprehensive analysis of pizza sales data to uncover valuable insights into consumer behaviour and market dynamics.
- Analysed various aspects, including total orders, top-selling pizza types, revenue generation, and order distribution patterns.
- Provided actionable insights to aid strategic decision-making for pizza businesses.

Courses

- LEADERSHIP SKILLS - COURSERA**

December 2023

- WORK SMARTER WITH MICROSOFT EXCEL - COURSERA**

January 2024

- SUCCESSFUL NEGOTIATION - COURSERA**

March 2024

Position of Responsibility

Event Manager – SAPPHIRE LPU

October 2022 - February 2024

- Led a team of student leaders in organizing various events, including workshops, and community service initiatives.
- Developed event planning and project management skills, ensuring successful execution and participant satisfaction.