EDUCATION

Universidad Europea de Madrid, Spain, Double Degree in International Business and International Relations *(3.52) – A*   **Sept 2018 - Jun 2023**

<u>Activities and societies:</u> Elected as the delegate for the degree program; Created and coordinated the International Club of the university;

London School of Economics and Political Science, UK, Global Bachelor of International Relations (Semester abroad)   **Jan 2023 - Mar 2023**

<u>Activities and societies</u>: Volunteered to participate in extracurricular activities and be the main speaker conducted by LSE

Pace University, New York, USA, Global Bachelor of International Business (Semester abroad)   **Jan 2022 - May 2022**

SKILLS : Accounting, Finance, Trading, Business Development, Business analysis, Sales, Project Management, Customer Service**,** MS Office

LANGUAGES: English (Native), Hindi (Native), Spanish (intermediate)

WORK EXPERIENCE

Leasing Associate (RE) – The Anthem LLC, New York, USA   **June 2022 – Aug 2022**
- Discussed needs and wish list with prospective residents, developed tours and prepared customized information pamphlets to provide a personalized touch for every client
- Offered recommendations to prospective clients based on tastes and priorities while honouring their price range
- Conducted market research resulting in development of services provided by the company
- Maintained communication of the company by email, phone and face to face and provided exceptional customer service

Business Development Executive – SAGA Global Consultants, Mumbai, India   **June 2021 – Aug 2021**
. Procured new clients through direct contact, word-of-mouth, and collaborated with the marketing department.
. Attended networking activities to research and connect with prospective clients.
. Crafted business proposals and contracts which resulted in increased revenue from clients.
. Reviewed clients' feedback and implemented necessary changes.

Business Development Executive – Citylife Madrid, Spain   **June 2019 – Jan 2020**
- Assisted clients with services, promoted sales and managed social media of the company in a fast-paced environment
- Contributed to business development projects and marketing efforts that boosted sales by 30%
- Achieved top sales associate status and trained interns on effective sales technique
- Demonstrated leadership in various business activities and managed client and lead databases using a CRM system

Secretary/ Receptionist – SAGA Global Consultants, Mumbai, India   **Aug 2017 – Dec 2017**
- Assisted clients and facilitated communication between different departments of the company
- Maintained and updated databases, ordered and managed inventory using Microsoft Office
- Provided support to other employees with projects

CERTIFICATIONS

Financial Markets, Coursera   **April 2023**

Course provided by Yale University ON financial markets, insurance, and CAPM (Capital Asset Pricing Model)

Private Equity and Venture Capital, Coursera   **April 2023**

Course provided by Università Bocconi ON legal and taxation, management of PEVC funds, valuation and deal making in PE

PROJECTS & CERTIFICATES

UEmprende by Universidad Europea, Madrid, Spain   **Nov 2022**
- Won the best business model competition in start-up and innovative ideas among all the participants of the university
- Pitched the idea and collaborated with top entrepreneurs in Madrid and a TED talk representative to improve the business model

International Marketing, Embassy of The Republic of Moldova, Madrid, Spain   **Sept 2019 – Jan 2020**
- Worked on "The country wine challenge. Action plan to increase brand awareness" - Awarded by the Ambassador of the Moldovan Embassy
- Demonstrated leadership and teamwork skills to successfully implement marketing strategies and increase brand awareness

VOLUNTEERING

New York Cares, Deliver Meals to Senior Citizens & Food Preparation.   **Mar 2022 – Feb 2022**
- Brought meals to the doorsteps of homebound seniors. Provided friendly presence to help senior with crucial moments of social connection
- Assisted the chef with meal prep, like peeling and chopping vegetables and making sandwiches for senior citizens