**Akash Saxena**

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**PROFESSIONAL SYNOPSIS**

A highly motivated and hardworking professional who is keen to work with organizations that provide opportunities to not only use my credentials and skills but also hone them. My objective is to strive for self-development and be a valuable asset to the team I work in.

Key Skills:

* Strong knowledge of HTML , CSS and JavaScript for designing Dynamic and responsive websites
* Basics in JAVA 8, C , C++ and Python
* Proficiency in Solid Works & AutoCAD tools
* Well Versed in MS Office

**ORGANISATIONAL SCAN**

Account Executive

BELGIUM NEWYORK LLC | Dec 2019 –Dec 2020 | Indore (MP)

As an account executive, I was primarily responsible for:

* Data & Order Management within the company’s CRM based on inputs collated from various stake holders including direct client interaction.
* Authenticity and accuracy of information by following well defined SOPs
* Worked on contingency plans to retrieve information in case SOPs were unmet.

Freelance work | Dec 2020 – Present | Guna (M.P)

Working as an Freelancer open to Projects , mainly involving designing Business Websites.

**PROJECTS AND TRAININGS**

* Minor Project - Multi-Purpose Agricultural Machine (July ’17 - April ’18)
* Major Training - Automobile Manufacturing at Mahindra & Mahindra Rishabh Motors Pvt Ltd (M.P) (June ’17)
* Major Project - Frictionless Electromagnetic Braking System (July ’18 - May ’19)
* One-Day National Workshop - Renewable Energy; Opportunities and Challenges (Sep ‘16)

**EDUCATION BACKGROUND**

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| --- | --- | --- | --- | --- |
| **Examination** | **Year of passing** | **Percentage/CGPA** | **Institution** | **Board/University** |
| B.E. (Mechanical) | 2019 | 6.1 | Vaishnav Institute of Technology & Sciences, Indore (MP) | RGPV University Bhopal |
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| Class XII | 2015 | 66.20% | St. John’s Sr. Sec. School, Kota (Raj.) | CBSE |
| Class X | 2012 | 8 | Vandana Convent School, Guna, (M.P.) | CBSE |

**CO-CURRICULAR:**

● Worked as ‘Vice President’ of SVITS Debate Club.

● worked with Career Launcher- Indore in capacity of ‘Marketing Intern’.

● Organized “Anti-Tobacco & Plantation campaigns” under NSS at SVITS Indore.

● Secured 1st rank in Inter - School Badminton competition held at VCSSS, Guna (M.P)

● Worked as a Volunteer in West Zone Chess competition held in Guna (M.P)