Vaishnavi singh

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• Summary

I'm a BBA student at Madan Mohan Malaviya University of Technology. As an Executive Committee member of the SAE Collegiate Club, MMMUT Chapter, I have honed skills in video editing and poster design.
I am actively seeking internship opportunities to gain real-world experience and further develop my skills. My role in the SAE Collegiate Club has equipped me with valuable project management, digital marketing, and creative design skills, making me a strong candidate for positions that require a blend of management acumen and technical proficiency.

• Education

• Bachelor of Business Administration (B.B.A.) - Human Resources Management
Madan Mohan Malaviya University of Technology, Gorakhpur
September 2023 - August 2026 (Expected)
: First-year CGPA: 8.7
• Mathematics - Physics, Chemistry, Maths
Kamla Singh Balika Inter College, Sahjanwa
April 2019 - March 2023
: 12th Grade: 80.20% (UP Board)
: 10th Grade: 84.80% (UP Board)

• Experience

Executive Committee Member, Digital Sub-council
SAE Collegiate Club, MMMUT Chapter
[April 2024 to Present]
• Oversee video editing and poster design for club activities, enhancing digital engagement and outreach.
• Collaborate with team members to plan and implement digital marketing strategies.
• Lead multiple projects, showcasing strong project management and organizational skills.

• Volunteer

Event Volunteer
IIChE Student Chapter, MMMUT
[December 2023]
• Assisted in organizing and coordinating event logistics.
• Communicated event details to participants, ensuring smooth operations.

• Certification

• Business Analysis & Process Management, Coursera Project Network, June 25, 2024
• Capital Markets by Infosys Springboard, June 26, 2024
• Introduction to Microsoft Excel, Coursera Project Network, June 25 2024

• Skills

• Video Editing (Adobe Premiere Pro, VN App)
• Poster Design (Adobe Photoshop, Canva)
• Project Management
• Digital Marketing
• Leadership and Team Collaboration

• Extra curriculum

• Dancing
• Sketching