

ACADEMIC ACHIEVEMENTS			
MBA	2023-2025	Institute of Management, Nirma University	
BBA	2020-2023	Institute of Management, Nirma University	82.10 %
XII   CBSE	2019-2020	Delhi Public School, Rajkot	95.80 %
X   CBSE	2017-2018	Delhi Public School, Rajkot	95.00 %
<ul style="list-style-type: none"> <li>Completed <b>Bloomberg Market Concepts (BMC)</b> certification by Bloomberg</li> </ul>			
INTERNSHIP			
		<b>Ashutosh Financial Services Ltd.</b>	<b>Apr 2023 – May 2023</b>
<b>QMS and HR Intern</b>	<ul style="list-style-type: none"> <li>Worked on making, editing and reporting of procedures, formats and reference documents of 8 departments</li> <li>Modifying the organization structure</li> <li>Acquiring data from talent acquisition sites about candidates</li> <li>Sorting data and arranging meeting with suitable candidates along with database maintenance</li> </ul>		
		<b>Reclinx Lifestyle LLP</b>	<b>May 2022 – Jun 2022</b>
<b>Social Media Marketing Intern</b>	<ul style="list-style-type: none"> <li>Performed the task of research for the company about competitor's offerings using online data and offline visits</li> <li>Performed and reported competitor analysis</li> <li>Created posters and videos for their Instagram, Facebook and Twitter pages</li> </ul>		
		<b>Elixir Foundation</b>	<b>Jun 2021 – Jul 2021</b>
<b>Documentation &amp; Content Writing Intern</b>	<ul style="list-style-type: none"> <li>Contributed in creating worksheets by confirming the number of beds, oxygen cylinders and ambulances present with NGOs and Hospitals in Bangalore</li> <li>Attending conferences and noting highlights for social media posts</li> <li>Article writing</li> </ul>		
		<b>Unschool</b>	<b>Mar 2021 - Apr 2021</b>
<b>Sales &amp; Marketing Intern</b>	<ul style="list-style-type: none"> <li>Was responsible for collecting data of colleges, number of programmes they offer, approximate batch size, contact number of CR's, etc</li> <li>Contacting the CR's or college officials and create awareness about Unschool and its offerings</li> <li>Pitching courses to colleges and individuals and generating sales</li> <li>Maintaining and updating the database</li> </ul>		
POSITION OF RESPONSIBILITY			
<b>News Junction Club, IMNU</b>	<ul style="list-style-type: none"> <li>Member of News Junction- The News Club of IMNU (2022 – 2024)</li> <li>Responsible for flagship daily newsletter 'Daily Dose' (reaching 1200 students along with faculty and staff members of the institute) and multiple weekly circular posts on Instagram and LinkedIn</li> </ul>		