

ACADEMIC ACHIEVEMENTS			
MBA	2023-2025	Institute of Management, Nirma University	
BBA	2020-2023	Institute of Management, Nirma University	75.10 %
XII CBSE	2019-2020	D.A.V. Public School, Kotdwara	86.00 %
X CBSE	2017-2018	Vantage Hall Girls' Residential School, Dehradun	79.67 %
INTERNSHIP			
Bharat Electronics Limited			Apr 2023 – Jun 2023
Human Resource Intern	<ul style="list-style-type: none"> All the tasks related from recruitment to retirement and post-retirement Using SAP ERP Preparing NOCs, NDCs, relieving letters, service letters, annexures for passports & visa, affidavits, permission letters, address proofs, emails, man-power audit files etc Conducting document verification and ensuring smooth conduct of recruitment procedure such as exams, interview, joining etc. 		
Astha Fincorp Advisor Pvt. Ltd.			May 2022 – Jun 2022
Finance & Marketing Intern	<ul style="list-style-type: none"> Generating the SIP business of Rs.25000. Learning in-depth about the field of stock and financial markets. Connecting with existing clients to cater to their requirements and notifying those to the company 		
InAmigos Foundation			Oct 2021
Virtual Volunteer	<ul style="list-style-type: none"> Researching and raising funds online for social welfare 		
Visamo Kids' Foundation			Apr 2021 - May 2021
Student Volunteer	<ul style="list-style-type: none"> Administrative work Connecting with donors and other stakeholders 		
POSITION OF RESPONSIBILITY			
VicharDhaara, IMNU (BBA)	<ul style="list-style-type: none"> Member of VicharDhaara- Quiz & Debate Club, IMNU (2020-2023) Responsible for content for formal communication, social media handles and events 		