

ACADEMIC ACHIEVEMENTS			
MBA	2023-2025	Institute of Management, Nirma University	-
BBA	2020-2023	Institute of Management, Nirma University	79.00 %
XII CBSE	2019-2020	St Joseph's Convent Senior Secondary Girls' School	93.00 %
X CBSE	2017-2018	St Joseph's Convent Senior Secondary Girls' School	92.80 %
<ul style="list-style-type: none"> Completed a 30 days Boot camp course on Python in 2023 on Udemey 			
FIELDWORKS & LIVE PROJECTS			
The Fleek Media		Aug 2023 – Sep 2023	
Human Resource Intern	<ul style="list-style-type: none"> Posting the jobs on LinkedIn (Sr. Content Writer, Sr. UI/UX Designer, Client Servicing, etc.) Calling candidates for screening round and scheduling Interviews Made Employee Referral Policy and organized a training session on Communication (Employee Engagement activities) 		
INTERNSHIPS			
VleBazaar.com		Jun 2023 – Aug 2023	
Human Resource Intern	<ul style="list-style-type: none"> Making Job Descriptions (Video Intern, Social Media Marketing Intern, SEO intern, etc.) Posting the jobs on LinkedIn and conducting interviews (video and social media marketing intern) Dispersing offer letter, LOC and LOR to the selected candidates Leading a team of 20+ social media marketing intern and Received Letter of Recommendation (LOR) for excellent performance 		
Saundh Retail Private Ltd.		Apr 2023 – May 2023	
Human Resource Intern	<ul style="list-style-type: none"> Recruitment and preparing training modules, employee handbook and introduction presentation HRONE (HRMS) strategical and operational implementation Assisting in preparation of KRA's and KPI's for operations and marketing team Made SOP's for shoplifting and uniform policy and coordinated with the team for the preparations of "SAUNDH OPERATIONS CONCLAVE, 2023" 		
NJ India Invest Ltd.		May 2022 – Jun 2022	
Sales Intern	<ul style="list-style-type: none"> Lead Generation for selling the distributorship through online portals and field visits Presenting BOP (Business Opportunity Presentation) and attending training sessions to the mentor 		
HelpAge India		Jun 2021 – Jul 2021	
Summer Intern	<ul style="list-style-type: none"> Called and verified of 500 police stations phone numbers for central government helpline Organized a Digital Literacy Workshop for senior citizens and promoting NGO's programmes through social media accounts 		