



CAREER OBJECTIVE

Enthusiastic and detail-oriented professional eager to apply data analysis and problem-solving skills to support business decisions. Passionate about learning more about analytical tools, identifying trends, and providing insights to drive growth and efficiency.

EDUCATION

I Business Institute

Post Graduate Diploma in Management
Pursuing (2023 – 2025)

Swami Rama Himalayan University

Bachelor of Business Administration (2017 – 2020)

Intermediate

Central Board of Secondary Education
2019

Matriculation

Central Board of Secondary Education
2017

SOFT SKILLS

- Strong organizational and time-management skills
- Exceptional communication and interpersonal skills
- Ability to work independently and as part of a team
- Detail-oriented and able to handle multiple tasks simultaneously

TECHNICAL SKILLS

- MS Excel
- MS Powerpoint
- Tableau
- Power BI

CERTIFICATIONS

- Certification on Marketing Analytics
- Business Intelligence Certification
- Advance Excel Certification

PROFESSIONAL EXPERIENCE

Internship - Market Research

Krishna Chemicals | 2 Months

- Fostered connections with architects and contractors, weaving GoodShine into their visions.
- Unearthed market insights from digital platforms, crafting strategies rooted in data.
- Composed compelling email campaigns, sparking interest and dialogue.
- Curated shop meets and interactive sessions, painting a vivid brand narrative.
- Delivered product samples as a prelude to lasting partnerships, turning trials into trust.

Live Project

Dabur | 20 Days

- Studied sales trends and customer preferences for Dabur products.
- Collected and analyzed customer feedback to improve sales insights.
- Helped track sales performance and market reach.
- Used basic analytics to understand customer buying behavior and sales patterns.

PROJECT

Excel-Based Data Processing & Insights

- Transformed raw datasets into structured formats using FILTER, SORT, and TEXT functions.
- Designed dynamic PivotTables and Pivot Charts to uncover key trends.
- Leveraged IF, COUNTIF, and SUMIF for accurate data validation and computations.
- Optimized data retrieval processes with VLOOKUP for seamless analysis.