



Educational Qualifications

Course	College, University, Location	CGPA / %	YOP
PGDM-FINTECH	Delhi School Of Business, New Delhi	6.27(1 ST Year)	2025
BBA	Jagannath Institute of Management Sciences, New Delhi	78.92%	2021
XII, CBSE	Kendriya Vidyalaya No-3, New Delhi	64.4%	2018
X, CBSE	Kendriya Vidyalaya No-3, New Delhi	87.4%	2016

Summer Internship

Bajaj Capital Ltd.

Wealthpreneur Intern

May 2024 – July 2024

- Managed client portfolios and promoted mutual fund SIPs and Personal Nutrition (PNUT) plans.
- Provided detailed consultations to more than 30 clients, on the benefits of mutual fund investment & PNUT
- Onboarded 4 clients for mutual fund SIP's worth Rs.10000/-per month and 2 for PNUT plans worth Rs.5000
- Participated in 10+ training sessions on Insurance, Mutual Funds and Personal Nutrition plans

Work Experience

Sarthak Medical Centre

Administrative Assistant

January 2020 – July 2023

- Managed Billing & Cash Transactions with accuracy
- Coordinated with 20+ insurance companies & TPAs for cashless claims processing.
- Oversaw day-to-day administrative operations, purchasing and overall coordination to maintain a smooth workflow.

Certifications

- Certificate in Advance Excel, Skill Course, 2024
- Financial Accounting, Harvard business publishing-2024
- Mathematics for Management, Harvard Business School, 2024
- Quantitative Method Online Course, Harvard Business School, 2024
- Spreadsheet Modelling Online Course, Harvard Business School, 2024

Achievements & Awards

- Secured ₹50,000 as Scholarship in Delhi School of Business, 2023
- Participated in Inter Campus Business Quiz Competition conducted by JIMS Kalkaji-2019
- Secured 3rd Position in English Quotation Writing -2016

Positions of Responsibility

- Class Monitor for 10 years in School.
- Coordinator of School Science Exhibition-2018

Interests

- Watching Movies
- Listening Songs