

Simran Sachdeva

Aspiring Professional

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Meerut, India 

10 March, 1999 

Highly motivated and dedicated professional with a strong commitment to excellence, continuous learning, and achieving impactful results.

EDUCATION

- Intermediate**
Dewan Public School
05/2015 - 05/2016 96%
- High School**
Dewan Public School
05/2013 - 05/2014 95%
- B.Sc. zoology(hons.)**
Hans Raj College, Delhi University
08/2017 - 11/2020
- MBA**
Vidya Knowledge park
08/2022 - 08/2024

SKILLS

- Analytical Thinking
- Attention to Detail
- Problem-Solving
- Microsoft powerpoint
- Time Management
- Communication Skills (Verbal & Written)
- Team Collaboration & Adaptability
- Advanced excel
- Research & Organizational Skills
- Multitasking
- Confidentiality & Integrity
- MS Office Proficiency (Excel, Word, Outlook)
- Report Writing
- SQL
- Python
- Tableau
- Power BI
- Statistics

WORK EXPERIENCE

- Q&A Expert**
Chegg
04/2023 - 09/2023
 - Achievements/Tasks*
 - Leveraged expertise and knowledge in biology to provide accurate and comprehensive answers to students' questions on the Chegg Q&A platform.

CERTIFICATES

- Anti money laundering concepts - Udemy
- Data analytics - Trainity
- Content Marketing - Hubspot academy
- Advanced Excel - udemy
- Digital marketing - Google

ACHIEVEMENTS

- 30k followers on instagram page _____doggy_____
- Got 1st prize in Ad mad show
- Union representative

LANGUAGES

English
Full Professional Proficiency

Hindi
Full Professional Proficiency

INTERESTS

- Weightlifting
- Debating
- Photography