

# MEGHA KHANNAWALIYA

E-19,360/361,Sector-3,Rohini,Delhi-85  
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## SUMMARY

Results driven Research Analyst with a strong foundation in HR and marketing, backed by hands on internship experience. Skilled in data analysis, report generation, and strategic decision making. Expertise in employee engagement,operational processes, and cross industry analysis.

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## WORK EXPERIENCE

### HUMAN RESOURCE AND MARKETING INTERN,CIOSTIK Jan 2022-Feb 2022

- Results driven Research Analyst with expertise in HR and marketing, backed by hands on internship experience.
- Skilled in data analysis, report generation, and strategic decision making to drive business success.
- Proficient in employee engagement, operational processes, and cross industry analysis.

### OPERATION INTERN, MM Mart Oct 2022- Dec 2022

- Hands on experience in project management, process documentation, and quality assurance at MM Mart.
- Strong analytical skills driving operational efficiency and strategy.
- Team collaboration enhanced problem solving and business acum.

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## EDUCATION

SECONDARY SCHOOL 2020  
Bal Bharati Public School, Pitam Pura

BACHELOR OF ARTS 2024  
Delhi University (SOL)  
English Honours

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## SKILLS

- MS Office
- Social Media Marketing
- Project Management
- Canva
- Leadership
- Problem Solving
- Emotional Intelligence
- Time Management
- Persuasive Speaker
- Empathetic Listener