

SUNNY

Jalandhar, Punjab - 140005
+91-9056312034
sunnysachdeva200@gmail.com
<https://www.linkedin.com/in/sunny-sachdeva>



INTERNSHIPS

OPERATIONS INTERN July 2024-March2025

SPRING WORKS PVT. LTD.

ABOUT:Springworks is the embodiment of our vision and ambition to revolutionise the HR landscape with products that serve businesses in the most human way.

LEARNING OUTCOME

- Process Understanding – Gaining knowledge of background verification workflows and compliance requirements.
- Data Handling – Learning to collect, verify, and analyze candidate information efficiently.
- Coordination Skills – Enhancing communication with clients, vendors, and internal teams.
- Attention to Detail – Developing accuracy in document verification and report generation.
- Time Management – Managing multiple cases and meeting deadlines effectively.
- Problem-Solving – Handling discrepancies and resolving verification issues.

ACCOUNTING INTERN

June 2024-July 2024

CA ANKUR GOEL | Jalandhar

ABOUT: Provide financial and accounting expertise to business and individuals, give advice, audit accounts and provide trustworthy information about financial records

- Offers expertise in accounting, GST filing, tax compliance, and financial statement preparation
- Specializes in audit procedures, regulatory compliance, and business consulting for various industries.

LEARNING OUTCOME: Gained hands-on experience in accounting, GST filing, financial statement preparation, and tax compliance using Idea Pro.

PROJECTS

CHANNAN ASSOCIATION-NGO

June2023-July2023

ABOUT: The main moto of our NGO was to understand and educate other people about needs of peoples with special ability Also organized a campaign to raise funds for children with special ability

LEARNING OUTCOME

- Empathy and Compassion – Understanding the needs and challenges of specially-abled children.
- Communication Skills – Improving communication through interaction with children and their families.
- Teamwork – Collaborating with staff and volunteers to organize activities and support children.
- Problem-Solving – Handling challenges in assisting children with special needs.

CERTIFICATIONS

October2023

APPLYING MANAGERIAL SKILLS | BY LINKEDLN

LEARNING OUTCOMES:

Gained knowledge about understanding financial principles and the ability to make sound financial decisions.

ACCOUNTING FOUNDATION | BY LINKEDLN

October2023

LEARNING OUTCOMES:

Gained ability to create budget forecasts, and variance analysis to plan and control financial activities.

EDUCATION

Lovely Professional University

Bachelor of Commerce — CGPA: 8.9

Phagwara,Punjab
August 2022-Present

Victor Model senior secondary school

Intermediate in Commerce; Percentage: 89%

Jalandhar,Punjab
July 2021 – April 2022