

KARISHMA GUPTA

• Kanpur, India • 9335228132 • guptakarishma50402@gmail.com
• www.linkedin.com/in/karishma-gupta-11a414279

SUMMARY

Analytical and detail-oriented MBA candidate with hands-on experience in data analysis, project coordination, and stakeholder management. Skilled in Power BI, Excel, Tableau, and Google Sheets to generate insights and support business decisions. Experienced in project execution, cross-functional collaboration, and client engagement.

CORE SKILLS

- Data Analytics & Reporting: Power BI, Excel, Tableau, Google Sheets – generating insights, dashboards, and reports to support business decisions.
- Business Analysis: Requirement gathering, problem-solving, decision-making, stakeholder communication.
- Project & Process Management: Project management, process improvement, and Agile workflows to ensure timely and efficient execution.
- Collaboration & Communication: Cross-functional teamwork, client engagement, and coordination with peers to achieve business goals.

EXPERIENCE

Strategic Alliances - Manager | IKIGAI School of AI

Feb 2025 - Nov 2025

- Built and maintained 10+ strategic client and stakeholder partnerships through structured virtual interactions.
- Coordinated with team members to align requirements, streamline workflows, and solve problems effectively.
- Led weekly client sessions for requirement gathering, issue resolution, and stakeholder training.
- Executed field outreach across 85+ colleges, engaging senior stakeholders and establishing institutional partnerships.

INTERNSHIPS

Power BI Intern | Cognifyz Technologies

Aug 2024 - Sept 2024

- Conducted data exploration and created gender-based analysis to identify trends in investment plans.
- Designed interactive dashboards and reports in Power BI to support decision-making.
- Executed data exploration and summary tasks to improve data readiness for visualization.
- Conducted gender-based analysis of investment plans, delivering insights with Power BI dashboards.

Project Intern | Confederation of Empowerment Initiatives (CEI)

May 2024 - Jun 2024

- Assisted in fundraising campaigns and donor engagement, contributing to the NGO's resource mobilization efforts.
- Communicated CEI's mission and initiatives to stakeholders, strengthening relationships and awareness.

EDUCATION

Master of Business Administration (Marketing and Finance)

Oct 2023 - Aug 2025

Pranveer Singh Institute of Technology, Kanpur Percentage: 73%

Bachelor of Science in Mathematics

Jun 2019 - Jun 2022

Chhatrapati Shahu Ji Maharaj University, Kanpur Percentage: 58%

XII & X

St. Xavier's Senior Sec. School