

# Ishank Rudrolia

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## EDUCATION

<b>UPES – CGPA: 9.05 (Pursuing)</b> Master of Business Administration (MBA) <i>Emphasis: Finance</i>	<i>Dehradun</i> Aug 2024 - May 2026
<b>Singhania University – CGPA: 7.74</b> Master of Science <i>Emphasis: Chemistry (Honours)</i>	<i>Jhunjhunu</i> Jul 2020 – Jun 2022
<b>Ramjas College, University of Delhi – CGPA: 6.24</b> Bachelor of Science <i>Emphasis: Chemistry (Honours)</i>	<i>Delhi</i> Jul 2017 - May 2020

## EXPERIENCE

<b>Department of Posts, Ministry of Communications, GOI</b> <i>Postal Assistant</i>	<i>Surat, Gujarat</i> Nov 2023 – May 2025
<ul style="list-style-type: none"><li>Managed Weekly financial operations involving <b>₹2–3 lakh</b> in postal transactions, including stamps, money orders, and retail services.</li><li>Facilitated over 200+ account openings under schemes like SSA, SCSS, and NSC, resulting in an estimated <b>8–10% increase in branch-level financial services revenue</b> through commissions and expanded customer engagement.</li><li>Ensured accurate data entry and compliance reporting. Oversaw the dispatch and regulation of <b>1000+ mail</b> items weekly, contributing to <b>90%+ on-time delivery efficiency</b>.</li></ul>	
<b>Chinar Public School</b> <i>Chemistry Teacher</i>	<i>Alwar, Rajasthan</i> Jul 2022 – Oct 2023
<ul style="list-style-type: none"><li>Taught chemistry to 9<sup>th</sup>- and 10<sup>th</sup>-grade students at Chinar Public School, Alwar, focusing on conceptual clarity and exam preparation.</li><li>Designed and delivered lesson plans, simplified complex topics, and guided students to strengthen problem-solving and analytical skills in chemistry.</li></ul>	

## PROJECT

<b>Excel Project, Grey Orange Company</b>	<i>Feb 2025 – Mar 2025</i>
<ul style="list-style-type: none"><li>Cleaned and processed Excel datasets, corrected formula errors, and created basic visualizations like pie and line charts.</li><li>Developed interactive dashboards with slicers and data-driven charts, conducted in-depth analysis, and presented findings through a detailed PowerPoint presentation for middle management level reporting.</li><li>This improved forecasting accuracy and helped identify cost-saving opportunities, leading to a <b>5–7% reduction in operational overheads</b> through better resource allocation and data-driven decision-making.</li></ul>	

## INTERNSHIP

<b>Agile Capital Services</b>	<i>Jun 2025 – Aug 2025</i>
<ul style="list-style-type: none"><li>Conducted market research by analyzing a survey of 120+ investors; identified 65% preference for savings and 45% for tax benefits, exposing a <b>30% sales opportunity gap</b> and refining ACS's client engagement strategy.</li><li>Found 72% investor reliance on LIC; advised strategies to boost <b>ACS's market share by ~15%</b> through brand credibility and personalized advisory.</li></ul>	

## LEADERSHIP & INVOLVEMENT

<b>PlaceCom - Placement Cell, School of Business</b> <i>Member - Tech &amp; Data Team and Corporate Outreach Team</i>	<i>UPES, Dehradun</i> May 2025 – Present
<ul style="list-style-type: none"><li>Developed data-driven dashboards, improving placement insights and decision-making for <b>1500+ students and stakeholders</b>.</li><li>Led corporate outreach initiatives, secured new recruitment opportunities, and strengthened placement partnerships.</li></ul>	
<b>Student Union Representative, Alwar Public School</b> <i>Head Boy</i>	<i>Alwar, Rajasthan</i> Jun 2016 – Mar 2017
<ul style="list-style-type: none"><li>Exemplified leadership in discipline and academics, actively motivated students, and upheld school values while representing student interests to authorities.</li><li>Orchestrated school events, managed prefects' duties, and contributed to student-centric policy development.</li></ul>	

## SKILLS & INTERESTS

- Interests: Basketball** - Sharpened leadership and teamwork by captaining school and college basketball teams, represented my state thrice at the national level, & secured 2nd place at the **BITS Pilani tournament** as **Team captain**.
- Certifications:** Advanced Power BI, Tableau, Advanced Excel, Prompt Engineering and AI Tools Mastery – Be10X Corporate Valuation and Strategy, Financial Statement Analysis and Reporting, and Corporate Finance – Coursera.
- Skills:** Data Analysis, Interpersonal Skills, Decision-Making Skills, Problem-Solving, Typing at 40 WPM.