

Abhishek Ojha

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SKILLS SUMMARY

- **Technical Skills:** Basic Actimize, Basic Microsoft, Python, Advanced-Excel, SPSS, Power BI, Tableau, MS-Office, Business Required Documentation
- **Soft Skills:** Communication and presentation skills, Teamwork & collaboration, Time Management, Adaptability and quick learning, Problem solving.

INTERNSHIP

• Retail Banking operation Associate

June 2025-Nov 2025

- **About:** Assisted in account opening and maintenance activities for savings and current accounts, supported KYC document collection, verification, and record updating, and helped in processing routine banking transactions such as deposits, withdrawals, and fund transfers. Maintained customer records and operational documentation as per bank guidelines and assisted staff in handling customer queries related to basic banking services, while ensuring accuracy and compliance during daily operational tasks.
- **Learning Outcomes:**
 - Gained practical understanding of retail banking processes, including account opening and transaction handling.
 - Learned how to collect, verify, and maintain KYC documents and customer records.
 - Gained exposure to customer service processes and effective query resolution.
 - Developed awareness of compliance and regulatory requirements in banking operations.

• Sudha Dairy-Patna Dairy Project

June 2024- July 2024

Finance Intern

- **About:** Managed timely payments to suppliers, ensuring accuracy and compliance with financial protocols. Verified invoice authenticity to prevent duplicate billing and monitored transportation status to ensure efficient product supply chain operations.
- **Learning Outcomes:**
 - Gained hands-on experience in managing supplier payments, ensuring timely transactions, and maintaining financial accuracy.
 - Improved time management skills by coordinating payment schedules and managing multiple tasks efficiently under deadlines.
 - Enhanced professional communication skills through regular interactions with suppliers and internal teams to ensure smooth operations.

Projects:

• School Management Project

Developed a comprehensive school management system using Python, integrating features for student records, attendance tracking, and grade management.

• Financial Literacy Event

Co-organized a Financial Literacy event for Class 12 students, focusing on building foundational money management and investment skills. Engaged over 30 participants through interactive sessions and real-life financial scenarios.

• Community Development project

Collaborated with a school on a Community Development Project focused on Sustainable Development Goals. Led awareness initiatives and activities promoting environmental responsibility and long-term impact.

CERTIFICATES

- Finance Training Certificate by AcmeGrade
- Professional Business Analyst on Udemy by IIBA
- Data Analytics for Business Professionals by LinkedIn Learning
- Excel for Financial Planning and Analysis by LinkedIn Learning

April 2023

April 2024

ACHIEVEMENTS:

- Published my research paper "Impact of Fintech Innovation on Financial Sector" in International Journal of Research Publication and Reviews (2024).
- Filed a patent for an AI-driven commodity price prediction model leveraging statistical forecasting and machine-learning algorithms.

EDUCATION

• Lovely Professional University

Bachelor of Business Administration - Financial Markets and Business Analytics, CGPA: 7.99

Jalandhar, Punjab
August 2022 - May 2025

• Acme Public School

Matriculate : 81.2%
Intermediate with commerce: 90%

Muzzafarpur, Bihar

April 2019 - March 2020
April 2020 - March 2022