

# SANYAM RAWAL

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## PROFESSIONAL SUMMARY

Highly motivated and organized commerce graduate with a strong foundation in customer relations, problem-solving, and leadership. Adept at adapting to dynamic environments, collaborating with teams, and making strategic decisions. Seeking a challenging opportunity in a reputed organization to expand my skill set, gain hands-on experience, and contribute effectively.

## EDUCATIONAL QUALIFICATIONS

Completed BACHELOR Of COMMERCE from AMITY UNIVERSITY NOIDA UTTAR PRADESH

## WORK EXPERIENCE & INTERNSHIPS

### Human Values & Community Outreach Project

NGO - 3 Months

- Led initiatives to promote human values and social awareness.
- Organized community outreach programs, engaging local stakeholders.
- Facilitated volunteer coordination for effective teamwork.
- Developed strategic outreach plans to enhance participation.

### Human Resources Summer Internship

Duration: 2 Months

- Assisted in recruitment and onboarding processes.
- Managed employee engagement activities and feedback sessions.
- Conducted research on HR policies and best practices.
- Supported payroll and administrative functions.

## SKILLS & COMPETENCIES

- Human Resource Management
- Community Engagement & Outreach
- Social Impact & Ethical Leadership
- Customer Relationship Management

- Time Management & Organizational Skills
- Communication & Negotiation Skills
- Leadership & Decision-Making Abilities
- Problem-Solving & Critical Thinking
- Team Collaboration & Volunteer Coordination
- Microsoft Office Suite & Computer Proficiency
- Persuasion & Adaptability

## CERTIFICATIONS & TRAINING

- NPTEL Course: Design Thinking
- NPTEL Course: Management of Field Sales
- Volunteer Experience: Worked with NGOs

## EXTRACURRICULAR ACTIVITIES & LEADERSHIP

- Active participation in social welfare initiatives
- Leadership roles in college projects and team activities
- Engagement in NGO-driven skill development programs

## ADDITIONAL STRENGTHS

- Strong Work Ethic & Professionalism
- Ability to Handle Pressure & Meet Deadlines

Quick Learner & Passionate about Continuous Growth