

# MALVIKA SHARMA

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## EDUCATION

JECRC University   MBA Fintech   Jaipur	Pursuing
Rajasthan University   M. Com (ABST)   Jaipur	2022 -2024
Kanoria PG Mahila Mahavidyalaya   B. Com   Jaipur	2019- 2022

## PROFESSIONAL EXPERIENCE

Netparam Technologies Pvt. Ltd. | Jaipur

Intern – Data Science with Python

June-Aug 2025

- Executed the "Jeevansathi Data Analysis & Ola Power BI" project, creating 10+ insight-driven dashboards and delivering actionable recommendations to support data-backed decision-making.
- Performed data cleaning, transformation, and exploratory analysis using Python (Pandas, NumPy, Matplotlib).
- Developed Power BI dashboards to visualize KPIs, trends, and workflow patterns for cross-team decision-making.
- Completed all deliverables ahead of schedule and was recognized with an A+ (Excellent) project performance grade.

Netparam Technologies Pvt. Ltd. | Jaipur

Intern – Human Resource Management

June-Aug 2025

- Coordinated cross-departmental communication, interview scheduling, and managed full the selection process for 300+ candidate.
- Handled reporting and professional email communication independently using MS Excel, Word, Outlook, and PowerPoint.
- Improved onboarding workflow by optimizing key steps, reducing delays, and ensuring smooth operational execution.
- Demonstrated strong communication, teamwork, and ownership, earning an A+ (Excellent) performance evaluation.

## CORE SKILLS

### TECHNICAL SKILLS

- Python: NumPy, Pandas, Matplotlib
- Data Analytics: Data Cleaning, Data Transformation, Exploratory Data Analysis
- Data Visualization: Power BI, (Dashboard Development)
- Advanced Excel
- SQL: Querying, filtering, and analyzing data
- MS Office: Excel, Word, Outlook, PowerPoint.

### ADDITIONAL SKILLS

- Data Analysis & Reporting
- Financial Accounting & Journal Entries
- Attention to Detail & Accuracy

## CERTIFICATIONS

- PwC Workshop (2025)
- Big Data Analysis Masterclass (2025)
- NISM Workshop (2025)
- Power BI Certification (2025)
- CMA Foundation – Cleared

## LEADERSHIP

Co-Representative (JSB), Upscale | JECRC University

- Organized Kalakriti 2025 and led flagship event Vyaaparutsav, focused on trading simulations, case studies, & vendor digitalization.
- Managed event planning, team coordination, and promotions for events with 400+ students, students through clear communication, coordination, and team guidance to ensure smooth execution and strong engagement.