

Nandani Kumari

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Summary

Dedicated and result-driven graduate with strong organizational and communication skills. Looking to start a professional career where I can apply my knowledge and develop new skills while contributing to the company's success.

Experience

Sales & Marketing Intern, 07/2022 - 08/2022

Maruti Suzuki, Arbit Automobile Pvt Ltd

- Conducted sales calling and supported lead generation activities.
- Assisted customer engagement during marketing events and camps.
- Supported planning & coordination of a new vehicle launch.
- Enhanced communication & client-handling skills, beneficial for HR roles.

Education

BBA, 2020 - 2023

Graphic Era (Deemed University), Dehradun

Intermediate, 2019 - 2020

K.N. Uchh Vidyalaya, Bhagalpur

Matriculation, 2017 - 2018

L.D. Don Bosco School, Bhagalpur

Skills

- Recruitment Coordination and Resume Screening
- MS Excel
- CRM Basics and Email Marketing Tools
- Market Research and Consumer Analysis
- Office 365
- Campaign Execution and Lead Tracking

Languages

- English
 - Hindi
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Certifications and Licenses

Leadership Strategies Mastery

Strengths

- Empathetic, Quick Learner, Disciplined