

# Aastha Yadav

To secure a challenging position in a reputable organization to expand my learning, knowledge, and skill.

## CONTACT

[spoastha2507@gmail.com](mailto:spoastha2507@gmail.com)

8299452702

## EXPERIENCE

**Business Development Executive (6 Jan 2023-Present)**

### STOCKDADDY Pvt. Ltd

Maintaining & developing good relationships with existing clients in person via calls & mails as well as bring new business to company.

**Business Development Executive  
(15Mar22-17 Dec22)**

### WIZKLUB.

Conducting research & analyzing data to identify & define audiences.  
Coordinating promotional activities  
Managing performance of multimedia content.

**Telesales (Internship 9 Sep 2021-9 Nov 2021)**

### WINUALL

Connect with client and resolve their query and issue regarding product and service  
Manage customer data basis of conversation for future reference  
Escalating customer issue to desired department of the company and keep the customer posted

## STRENGTH

Leadership Quality  
Multitasking  
Punctuality  
Honest  
Hard working

## SKILLS

Basic Computer Knowledge  
Accounts Basic  
Microsoft Suite  
Preparing monthly financial reports  
Accounts Payable  
Accounts Receivable  
Expense Claims  
Taxation

## EDUCATION

**Bachelor of Commerce, 2022**

Lucknow University  
Passing % -61.63%

**Intermediate, 2019**

Sterling Public School (CBSE)  
Passing % -69.69%

**Highschool, 2017**

Sterling Public School (CBSE)  
Passing % -91%

## VIRTUAL INTERNSHIPS

Topic : Human Resource Executive  
from Ludifu Duration : 1 month

Topic : Sales and Marketing from  
Nutridiet's  
Duration : 1 month

Topic : Sales from Tutoraj Duration :  
1 month

