

EDUCATION

Bachelor of Business Administration (B.B.A.)

Dayalbagh Educational Institute

2022 - 2025

Senior Secondary (XII), Science

LBS Public School, Jaipur

(CBSE board)

Year of completion: 2021

Percentage: 62.00%

Secondary (X)

Hillman Public School, Agra

(CBSE board)

Year of completion: 2019

Percentage: 60.00%

INTERNSHIPS

Finance

Radisson Hotel, Agra, Agra

Feb 2023 - Jun 2023

Responsibilities:

- Bills posting of vendor supplies at hotel in BOSS software .
- Payment entry
- Liquor inventory check at the last of the month.
- Liquor receiving.
- Main store inventory check.

POSITIONS OF RESPONSIBILITY

- Led a team of National Taekwondo players in tournaments.
- Vice sports captain in School time.

TRAININGS

C Programming

Navya Computer Classes, Agra

Feb 2022 - Apr 2022

I learnt there C programming

PROJECTS

Group assignment

Apr 2023 - Apr 2023

- Project on Management of workers to handle the acid carefully with all safety instructions. In this project we give general safety instructions before handling any hazardous equipment .

SKILLS

Acting Audition

Intermediate

English Proficiency (Spoken)

Intermediate

English Proficiency (Written)

Intermediate

Client Relationship

Beginner

Client Interaction

Intermediate

Business Research

Beginner

Digital Advertising

Beginner

Effective Communication

Intermediate

Training And Development

Intermediate

Interpersonal Skills

Beginner

Hindi Proficiency (Spoken)

Beginner

Photography

Beginner

Manpower Planning

Beginner

ADDITIONAL DETAILS

- National Taekwondo player
- Won gold medal in athletics in 100,200m at School sports day.
- Won many gold medals at district or state level in taekwondo .
- Participated in Wiz National Spell Bee.