

SUMMARY

Highly motivated student with a demonstrably strong analytical skillset. Leveraged prior NGO experience to excel in internship roles as a Business Analyst at HP Tech Venture and HR at Metvy. Eager to contribute data-driven solutions and analytical expertise to a dynamic team.

SKILLS

Technical Skills

- Power BI
- Tableau
- MS office

Soft Skills

- Critical thinking
- Attention to detail
- communication
- Strong problem-solving

WORK EXPERIENCE

HP

Business Analyst • March'24 - April'24

- Research and identify promising startups that align with HP's investment goals
- Research and profile startups, including their business models, strategies, and value chains
- Assist in evaluating startups using criteria venture capitalists consider
- Use data analysis tools to assess startup potential and inform investment decisions.

Metvy

HR Generalist • November'23 - January'24

- Actively search for potential candidates on LinkedIn, identifying those with qualifications and experience relevant to open positions
- Review resumes submitted by candidates, assessing their skills and experience against job requirements to shortlist qualified applicants
- Schedule interviews, communicate with candidates, and prepared interview materials to facilitate the hiring process
- Assist with onboarding new hires by collecting information, processing paperwork, and ensuring a smooth integration into the company
- maintain an organized system for candidate information, using an Excel sheet to track and manage applicant details throughout the recruitment process

Maharishi Educational and Welfare Trust

Summer intern • July'23 - August'23

- Teach students in V.O.C school
- collaborate with professors from registered college under the NGO to design projects suitable for their students.
- gained firsthand experience with Corporate Social Responsibility initiatives

EDUCATION

BBA - Business Analytics

Christ (Deemed to be) University Pune lavasa Campus-The Hub of Analytics • 2022-2025

CERTIFICATIONS

Introduction to Tableau
International Business Foundations

Google Analytics Certification
HR: Payroll