

Parkhi Dabas

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Delhi

EDUCATION

Post Graduate Diploma in Business Management (P.G.D.B.M.)

NMIMS Global Access School for Continuing Education (NGA-SCE)

2019 - 2021

Diploma, Event Design & Management

Academy of Applied Arts

2019 - 2019

Bachelor of Business Administration (B.B.A.) (Hons.), Commerce with Maths

IINTM, IPU

2015 - 2018

Senior Secondary (XII), Commerce

Vishwa Bharati Public School

(CBSE board)

Year of completion: 2015

Percentage: 76.00%

Secondary (X)

Vishwa Bharati Public School

(CBSE board)

Year of completion: 2013

CGPA: 8.20/10

JOBS

Customer Care Executive

Teleperformance, Gurgaon

Nov 2020 - Apr 2021

Customer Service Executive

Amazon, Noida

Aug 2018 - Feb 2019

INTERNSHIPS

Event Management

Footprint Events, Delhi

Feb 2020 - May 2020

The internship was about planning, managing, executing day to day operations of an event and also manage the social media handles of the company and generate traffic on the website and social media of the company.

Corporate Sales

Enigma Green CGHS Ltd., Delhi

Jun 2017 - Aug 2017

The main focus of the internship was to learn about skills related to sales and marketing and generate leads as much as possible to sell the end product of the organization, i.e., Residential Flats.

Product Marketing

Ncr Library, Delhi

Oct 2016 - Feb 2017

The main focus of the internship was to collect as many as books possible by making people aware of the benefits of donating their books to the library.

PROJECTS

Service Quality of Radisson Blu Hotel

Jan 2018 - Feb 2018

The basis of the project is Service Quality. The study has been done on Radisson Blu Hotel regarding the dimensions of service quality.

Marketing Strategies of Enigma Green CGHS Ltd.

Jun 2017 - Sep 2017

This project is basically based on the internship done at Enigma Green. Project contains all the marketing strategies used by the organization for promotion and selling its products (residential flats).

CSR: RELIANCE INDUSTRIES LTD.

Jun 2016 - Sep 2016

The project was on deep research on Reliance Industries. The main focus of the project was to know about the steps taken by Reliance regarding Corporate Social Responsibility.

SKILLS

Social Media Marketing

Content Writing

MS-Office

Adobe Photoshop

Event Management

Customer Service