

SHWETA YADAV



CONTACT DETAILS

Email ID:

Shwetayaduvanshi1306@gmail.com

Mobile:

8416962516

Address:

157 A Tiwaripur 1st Jajmau,
Kanpur - 208010



PERSONAL INFORMATION

Date of birth: 13 August
2000

Gender: Female

Marital Status: Unmarried

Father's Name:

Mr. Chhangur Yadav

Languages

Known: English and Hindi

Hobbies: Reading books,
Listening to K-pop &
Watching K-Drama.

PROFILE SUMMARY

Ambitious MBA student with a strong academic foundation and a passion for strategic thinking and business growth. Seeking practical experience to apply theoretical knowledge and contribute to organizational success.

EDUCATION

- Master Of Business Administration (Pursuing) from Allenhouse Institute of Management
- Bachelor of Commerce from Brahmanand P.G College in 2021
- Intermediate from Air Force School , Chakeri Kanpur

WORK EXPERIENCE

- Customer service executive in Aspiris
Lead Flow (March 2024 - present)

TECHNICAL SKILLS

- Knowledge of Microsoft Excel.
- Good knowledge in Microsoft PowerPoint.
- Ability to read electrical documentation.
- Knowledge in MS-Word & MS-Office.
- Can handle & manage online google docs and various portals.

OTHER SKILLS

- Communication Skill
- Time Management Skill
- Leadership Skill
- Problem Solving Skill

CERTIFICATE

- Human Resource Management by Great Learning
- Team Leadership and Team Management by Great Learning
- Business Mind WRESTLE from Allenhouse Institute of Management

Seminar

- Attended Budget Pe Charcha
- Attended Vision Kanpur @2047
- Attended CLAPSS

ACTIVITIES

- Participate in Exuberance – The Culture Festival