Name: Harshita

Harshita.365954@2freemail.com

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| **PROFILE** |

My name is Harshita. I have just completed my MBA and PGPM in Marketing as my specialization.My objective is to be an astute learner and the best performer in the organization. So that I can build an innovative career in the esteemed organization by using my skills and other significant talents.

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| **EDUCATIONAL QUALIFICATIONS** |

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| QUALIFICATION | YEAR OFPASSING | SCHOOL/COLLEGE | UNIVERSITY/BOARD |
| M.B.A + PGPM | Pursuing (2015-2017 June) | FOSTIIMA Business School | Pondicherry University |
| Bachelor of Management studies | 2014-2015 | Bunts Sangha College | Mumbai University |
| H.S.C | 2011-2012 | M.L Dahanukar college of commerce | Mumbai University |
| S.S.C | 2009-2010 | Cardinal Gracious High School | Maharashtra State Board |

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| **1 ) INTERNSHIP** |

Company Name: ADORA GIFTS PVT LTD

Duration: 4 months

Designation: International Sales & Marketing

**Key Responsibility Areas:**

* Handled online International sales and marketing efforts of our company.
* Promoted products in International markets through  B2B portals, along with team members and through email marketing and internet marketing.
* Achieved quarterly sales targets set by the company
* To keep track of all business emails and to follow up with the clients from inquiry to order and delivery to feedback.

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| **2 ) INTERNSHIP** |

Company Name: DIALHEALTH PVT.LTD

Duration: 2 months

Designation: Marketing Intern

**Key Responsibility Areas:**

* Data Collection
* Data Management
* Handling purchase and sales records
* Stock Audit
* Field Work
* Handling Projects

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| **ACHIEVEMENTS & AWARDS** |

* Organized events at college level
* Participated in Polio awareness Program of Rotary Club.
* Achieved 'B' Certificate in NCC (National Cadet Corps, 3rd Maharashtra battalion )
* Attended a conference on ‘International Research conference on Retail a great success”
* Attended a seminar on “Failure a stepping stone to success”
* Attended a conference on “Building the winning attitude”
* Participated in “NATIONWIDE CANCER CONTROL PROGRAMME”
* National Certificate in ‘MODULAR EMPLOYABLE SKILLS”

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| **SKILLS** |

* Basic knowledge of computers,
* Microsoft office - MS Word, MS Excel, MS PowerPoint
* Knowledge of Internet Application

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| **INTRESTS**  |

* Travelling
* Dancing
* Listening Music
* Event organizing
* Social service