**CURRICULUM VITAE**

**Sonal**

**Gender Date of Birth Nationality**

Female

25-04-1995

Indian

1. [sonal.383298@2freemail.com](mailto:sonal.383298@2freemail.com)

**Positions applying: Business Analyst, Risk Analyst and IT Quality Assurance and Control Analyst**

**CAREER OBJECTIVE**

To seek a challenging and responsible position in an organization, that would help me utilize my skills & knowledge to help me professionally build my career.

**ACADEMIC RECORD**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Degree** | | **Institute** | **Board/University** | **%/CGPA** |  | **Year of** |  |
|  |  | **Passing** |  |
|  |  |  |  |  |  |  |  |
|  | MBA(IT) | |  |  |  |  |  |  |
| **Specialization**: | | | Symbiosis Institute of Computer | Symbiosis International | 7.5/10 |  | 2018 |  |
|  |  |  |  |  |  |  |
| **Software Process** | | | Studies & Research, Pune | University, Pune |  |
|  |  |  |  |
|  | **Management** | |  |  |  |  |  |  |
|  | BCA | | Symbiosis Institute of Computer | Symbiosis International | 3.027/4 |  | 2016 |  |
|  | Studies & Research, Pune | University, Pune |  |  |
|  |  |  |  |  |  |  |
|  | HSC | | Our Own English High School, Dubai | CBSE | 84.3% |  | 2013 |  |
|  | SSC | | Our Own English High School, Dubai | CBSE | 83.6% |  | 2011 |  |
| **INTERNSHIP** | | |  |  |  |  |  |  |
| **Alepo Technologies Pvt. Ltd.** | | | | **November 2017 –April 2018** | | |  |  |
| **Industry**: Telecom Sector | | | |  |  |  |  |  |

**Duration**: 6 Months

**Designation**: Pre Sales–Intern

**Job Description**: As a part of pre sales intern I worked on the following tasks:

* Understanding and analyzing client requirements and RFP
* Creating and filing Technical compliance sheet
* Preparing solution document as per customer requirements
* Preparing Commercial proposals
* Preparing administrative documents for tender submission

**AREAS OF EXPERTISE**

* Excellent Microsoft Office Skills
* Business writing and Presentation
* Proficient knowledge in technologies like- HTML, JavaScript, PHP, MySQL, Java SE, Drupal
* Adequate knowledge in using applications:

1. Justinmind for prototyping
   1. BonitaSoft and ArgoUML for diagrams

* Leadership and Coaching skills
* Planning, organizing and analytical skills

**PROJECTS**

|  |  |  |
| --- | --- | --- |
|  | **Project Name** |  |
|  | **Zest N Zeal** | 2017 |
|  | Developed a website using CMS in and worked on the project initiation phase by |  |
|  | preparing documents such as Business Plan, SRS, Digital Marketing (Search |  |
|  | Engine Optimization) etc. as a part of E-Business Project |  |
|  | **Course Catalogue** | 2017 |
|  | Developed a web application using Java Swings for Course catalogue of SICSR |  |
|  | as a part of OOAD Project in Semester II |  |
|  | **Fashion Moda** | 2016 |
|  | Developed a JavaScript project with HTML and CSS included as a part of |  |
|  | JavaScript Project in Semester 1 |  |
|  | **Indian Institute of Tropical Meteorology- Pune** | 2015 |
|  | Developed a mobile App for laundry Management using Android Studio as a part |  |
|  | of BCA final year dissertation. |  |
| **CERTIFICATIONS/ACHIEVEMENTS/AWARDS** | |  |
|  |  |  |
|  | Participated in **Enviro-Spellathon** Competition - Under Emirates Research and | 203-04 |
|  | Wildlife Development Agency in Dubai and secured **Good Grade** |  |
|  | Participated in **Shastra Pratibha Contest** (conducted By Science India Forum, | 2007 |
|  | India) |  |
|  | Participated in **Green Olympiad** (Sponsored by Ministry of Environment and | 2008-09 |
|  | Forests, Government of India) |  |
| **EXTRA CURRICULAR ACTIVITIES** | |  |
|  | |  |
|  | **Vice- President** ofSymbiosis International Students’ Council | 2014-16 |
|  | **Committee Member** at Symbiosis Students’ International Sports Meetand | 2014-16 |
|  | Symbiosis International students’ convocation |  |
|  | Participated in **Young Entrepreneurs’** **Competition (YEC) organized by SME** | 2010-11 |
|  | **Dubai** |  |

**OTHER INFORMATION**

* **Hobbies:** Solving Sudoku, Travelling
* **Language:** English, Hindi and Marathi
* **Nationality:** Indian
* **Visa Status:** UAE Residence Visa under father sponsorship