



**NANCY VERMA**

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DOB: 04 July 1997

### PROFILE SUMMARY & INTERNSHIP

- TELLING CUSTOMER ABOUT S.I.P (SYSTEMATIC INVESTMENT PLAN) AND MUTUAL FUNDS.
- VISITED VARIOUS BRANCHES FOR MAKING EXCEL SHEET OF NEWLY ISSUED DEBIT CARDS.
- LEARNED ABOUT VARIOUS PRODUCTS AND SERVICES OF THE BANK LIKE ATMS, CREDIT CARDS, TAX PAYMENT SERVICE AND BILL PAYMENT SERVICE ETC.
- ANALYZED AND INTERPRETED DATA FROM A STUDY CONDUCTED ON AROUND 78 CUSTOMERS BASED ON THEIR SATISFACTION ON INTERNET BANKING GAVE VALUABLE KNOWLEDGE TO THE CUSTOMERS REGARDING E-CHALLAN.
- COMPLETED 1 YEAR INTERNSHIP IN UNION BANK OF INDIA
- PURSUED 4 WEEKS OF LEADERSHIP COURSE AND ALSO PURSUED 8 WEEKS ON PRINCIPLE OF HUMAN RESOURCE.

### PROFESSIONAL EXPERIENCE & PROJECTS

<b>JUST DIAL ltd.</b>	<ul style="list-style-type: none"><li>• Worked as Certified internet consultant</li></ul> <b>Task : -</b> Call the customers and solve the problems of the customers regarding packages and providing information to the customers about new packages of Justdial try to convince for taking packages.	April 2020- July 2021
<b>PLAUTUS IAS</b>	<ul style="list-style-type: none"><li>• Worked as a Career psychologist</li></ul> <b>Role: -</b> <ul style="list-style-type: none"><li>• Learning and understanding various procedures and methods involved in career development.</li><li>• Coordinating with the client.</li><li>• Career counseling one on one or in a small group.</li></ul>	Aug'21- to Dec 2022
<b>Henry harvin Education</b>	<b>Role :-</b> Working as a Career psychologist Coordinating with the client. Career counseling. Guiding new Joiners.	Dec'22 at Present.

### CERTIFICATIONS

- **IIT KHARAGPUR** – PURSUED NP TEL 4WEEKS COURSE ON “LEADERSHIP” WITH WEEKLY ASSIGNMENTS AND FEEDBACK.
- **IIT KHARAGPUR** – PURSUED NP TEL 8WEEKS COURSE ON “PRINCIPLES OF HUMAN RESOURCE” WITH WEEKLY ASSIGNMENT AND EFFECTIVE FEEDBACK.
- PERUSED ONLINE MARKETING COURSE FROM **E-MARKETING INSTITUTE WORKSHOP OF DE - STRESS**

### SOFTWARE & OTHER SKILLS

- MS Project
- MS Excel
- MS PowerPoint
- MS Word
- Studied digital marketing & Rstudio

#### **EDUCATIONAL DETAILS**

- **MBA – HR/Marketing – CG PA – 7.33** From Lovely Professional University.
- **BCom – 56%** from Lucknow University.
- **Class XII – 70%** from Rani Laxmi Memorial Sr. Sec. School, Lucknow, UP in **2015**.
- **Class X – CGPA – 7.5** from Rani Laxmi Memorial Sr. Sec. School, Lucknow, UP in **2013**.

#### **AWARDS / EXTRA CURRICULAR ACTIVITIES**

- Community service organized activities and events for “Blood Donation Camp” Lucknow University, August, 2017.
- Participations Participated in ‘FINANCIERS’ a Quiz competition based on financed organized by MSOB, LPU, Febraury,2019.
- Participated in ‘UDAAN DANCE COMPETITION’ organized by UDAAN INSTITUTE.
- Participated in ‘SANSKAR SHALA’ competitive exam organized by rani laxmi bai memorial senior secondary school lucknow.
- Achievements win first prize in capstone project in research development

I hereby declare that the above furnished details are true to best of my knowledge and belief.

NANCY VERMA