




UTKARSH VARSHNEY

Aspiring to work with an organization that offers a responsible position where I can utilize my skills and capabilities and also effectively deliver towards contributing to the organization's aspirations and also enhance my personal growth through continual upgrading of knowledge.

 7505893212

 utkarshvarshney001@gmail.com

 Agra , Uttar Pradesh

SKILLS

- Advanced Excel
- Time Management
- Data Presentation
- Team Player
- Problem Solving
- Critical Thinking
- Adaptability To Change
- Decision Making
- MS Office
- Effective Communicator

EDUCATIONAL QUALIFICATIONS

Course (Stream)/Examination	Institution/University	Year of Passing	Performance
Bachelor of Business Administration	Raja Balwant Singh , College B.R. Ambedkar,University	2023	66.4%
ISC (Commerce)	St. Conrad's Inter College (Agra)	2020	66% [330/500]
ICSE	St. Conrad's Inter College (Agra)	2018	67% [402/600]

WORK EXPERIENCE

Sales Executive

Ingenium Education Company -22 October 2023 - Present .

1. Converting leads into company clients .
2. Presenting presentation in form of demo.
3. Cold calling with clients .
4. Time to Time follow ups .

PROJECTS UNDERTAKEN

■ Project HEALTH and HYGIENE(College level)

I took up the responsibility of reaching out to the women living in the backward and slum areas and distributing sanitary napkins to them. There with the team of 3 girls we explained women about the importance of their health and thus promote use of sanitary napkins.

■ Research Paper (Financial Literacy of Women)

Working on a research paper on Financial Literacy of Women. We prepared an online questionnaire and circulated the survey to the random working associates. Currently we are preparing a report of the collected data and planning to publish it.

AWARDS & ACHIEVEMENTS

- STAR OF DANCE MANIA – DANCE MANIA - Inter School Level – 2019

- **Certificate of participation** – GOENKA RANGMANCH –G.D. GOENKA-INTER SCHOOL LEVEL – 2019
- **THIRD POSITION** - NATIONAL PROGRESSIVE SCOOOL ASSOCIATION – INTER SHOOOL LEVEL - 2018

POSITIONS OF RESPONSIBILITY

■ **Executive Member (The Commerce Association – R.B.S College)**

August 2020 - April 2023

I am in-charge of the overall management of the functions of the entire body, delegation of authority, ideation of new initiatives and taking care of official work, in Youth Fest 2022.

LINGUISTIC ABILITY

English :Full Professional Proficiency

Hindi :Full Professional Proficiency

INTEREST

- Dancing
- Acting
- Listening Music
- Travelling