

# Harshita Bhadoria

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## Summary

*Motivated Admission Counselor with more than a year of progressive experience. Energetic self-starter and team builder. Navigates high-stress situations and achieves goals on time.*

## Experience

### Counselor | 12/2021 – Current

*Info Edge India Ltd - Shiksha Study Abroad – Noida*

- Admission counselor.
- Counseling and Guiding the students towards Abroad Studies.
- Expertise in US Admissions as a domain.
- Handling the student's queries from suggesting right set of universities till their Enrolment in the University.
- Guiding Students towards (F1) US visa.

### Intern Trainee | 04/2021 - 06/2021

*Growth Arrow Company - Bangalore*

- Conducted in-depth analysis of investments, stock and trades to determine risks involved.
- Trained apprentices to research for good investment opportunities and study changing market, instilling good judgement and analytical skills.
- Closely analyzed market data to identify opportunities and make predictions on future buying trends.

### Marketing and Sales Intern | 05/2021 - 05/2021

*Ifortis Corporate - Online*

- Worked with marketing managers to develop digital campaign strategies, researching target audiences on Facebook, Instagram, WhatsApp.
- Made registration of School students for live Performance like singing, Dancing, Story Telling, Photography, Art Competition to earn the certificate of "International Book of Records" and "Unique World Records".

### Volunteer | 09/2021 - 09/2021

*Prestige Institute of Management and Research – Gwalior*

- Worked as a volunteer in 4th International Finance Seminar.
- Connected with PHD scholars over mails and WhatsApp and asked them to register for the seminar.
- Called on given data to make them aware about the Seminar held Internationally to present their Research Paper work.

## Skills

- *Language Proficient - Hindi and English*
- *Communication skills*
- *Marketing*
- *Problem-solving*
- *Query handling*
- *MS Office*

## **Education**

- **Prestige Institute of Management and Research - Gwalior | Master of Business Administration**  
*Marketing and Human Resource, 2022*
- **Vijayaraje Govt. PG Girls College, Morar – Gwalior | Bachelor of Science**  
*Microbiology, 2020*
- **Central Academy School - Gwalior | Intermediate**  
*Science, 2017*
- **MCNUJC – Bhopal, MP | Diploma**  
*Computer Application, 2017*