



# Nilanjana Gupta

New Delhi, India

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## Objective

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TO LEARN MORE AND MORE! Focus on enhancing my professional skills and capabilities which will further contribute to the ultimate growth and productivity of the organization.

## Experience

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- Drishti IAS** September 2023 - Present  
Associate Counsellor
  - Handling the parents and students for all their queries.
  - Guiding the students about the right career path.
  - Focusing on student's aim and current situation and guide them accordingly.
  - One on one counselling sessions.
- Edukemy** June 2023 - September 2023  
Academic counsellor
  - Handling the admission process.
  - Counsel individual learners.
  - Maintain proper communication and relationship with students.
  - Guide students in determining their interests and abilities.
- St Anthony school** April 2021 - April 2023  
Counsellor
  - Counsel the students about the their actual interests and abilities.
  - Perform various activities to ensure their actual talents to come out.
- Antara- Psychiatric Treatment and Rehabilitation Centre.** Jan 2020 -  
Workshop Trainee  
Certificate for becoming the part of workshop on 'Self Esteem and Enhancement Skill' at Antara (Psychiatric Treatment and Rehabilitation Centre).
- Chegg** April 2021 -  
Psychology Subject Matter Expert  
Solving psychology related questions and doubts.

## Education

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- Calcutta University** 2020  
BSc Psychology( Honours)  
First class
- Delhi Public School** 2016  
Class 12th  
92%
- Kendriya Vidyalaya** 2014  
Class 10th  
10 CGPA

## Skills

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- Student Counselling
- Teaching
- Communication
- Marketing management
- Managerial
- Time management

### **Achievements & Awards**

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- Certificate for becoming the part of workshop on 'Self Esteem and Enhancement Skill' at Antara (Psychiatric Treatment and Rehabilitation Centre).
- Got certificate of Marketing Management by Indian Institute of management Bangalore (IIMBx) offered by MHRD SYAWAM Platform.
- Selected in top 200 students as UPSC aspirant sponsored by Govt of West Bengal for Civil services Study Training at SNTCSSC (Administrative Training Institute- Centre for Excellence in Public Management) .
- Got Certificate of Merit and Academic Excellence Award from Higher Secondary School.

### **Languages**

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- English
- Hindi
- Bengali

### **Ongoing Certification**

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- **MS Excel Course Certificate of Training by NSDC ( National Skill Development Corporation):- Skill India.**