

# Mahak Alvi

Resourceful in ensuring high quality customer experience, elevating customer satisfaction, while adhering to SLAs & work processes and managing cost- effective operations. Proficient in managing business operations with focus on top-line & bottom-line performance and skills in determining company's mission & strategic direction as conveyed through policies & corporate objectives.

✉ mahakalvi1999@gmail.com

📞 9368426711

📍 Noida, India

## WORK EXPERIENCE

### Academic Counselor

Physics Wallah Private Limited

05/2023 - 12/2023

Remote

*Achievements/Tasks*

- Develop and implement the strategies of sales and marketing.
- Strategic decision making and excellent communication skills.

### Web Designer Internship

Made4Brand Company

03/2024 - 05/2024

New Delhi

*Achievements/Tasks*

- Design personalized Website for clients of all levels.
- Modified and made changes to website based on client requirements.

## EDUCATION

### Bachelors of technology in computer science

Rajshree Institute of Technology , Bareilly

08/2020 - Present

### Intermediate

Islamia Girls Inter College

04/2018 - 04/2019

75%

### High School

Islamia Girls Inter College

04/2016 - 04/2017

89%

## SKILLS

HTML

CSS

JavaScript

Python

Excellent communication skills

Multitasking ability

Time management skills

## PERSONAL PROJECTS

AI Desktop Assistant

- PYTHON

Online Quiz Application

- Python, HTML and CSS

Student Sync Project

- HTML and CSS

Calculator

- HTML, CSS and JavaScript

## ACHIEVEMENTS

State level debate competition winner

Online Python Internship

Sports Certificates

## LANGUAGES

Hindi

*Native or Bilingual Proficiency*

English

*Full Professional Proficiency*

Urdu

*Limited Working Proficiency*

## INTERESTS

Dancing

Painting

Listening good music