

# **RESUME FORMAT**

**Department:** Training, Placement & Alumni

**Format No:** ASBM/TPA/RF/02

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R.M. Bhattad Road, Ram Nagar, Borivali (West), Mumbai – 400 092.

Reference No.....

# Priyanka R. Sardar

Contact Information: 9172169886

**DOB:** 20/02/2002

Email Id

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**Permanent Address:** A/16, Avishkar Sadan, near McDonald, Station Road, Nallasopara (West) - 401203

### **Career Objective**

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills.

# **Managerial Skills:**

- Interpersonal Skills
- Conceptual Skills
- Leadership
- Problem solving

# <u>Technical Competencies & Additional Certifications:</u>

- MS-CIT
- Pursuing Digital Marketing Course

## Languages Known:

- English
- Hindi
- Marathi
- Bengali

#### **Interests and Hobbies:**

- Dance
- Volunteering and community involvement
- Listening to Podcast

## **Academics**

Course	Institute & University	Year of Passing	CGPA/ Percentage
PGDM	AICTE Approved / University of Mumbai	2024	Pursing
Graduation	University of Mumbai	2022	7.34
H.S.C	St. Stanislaus Junior College	2017	64%
S.S.C	CBSE	2015	6.63

#### **Corporate Exposure**

**Work Experience** 

Impact Guru Technology Ventures Ltd.

**Duration: 6 Months** 

**Designation: Customer Support Executive** 

**Job Profile:** 

- Managed CRM systems and developed metrics to measure customer service success.
- Communicate with clients directly and resolve customer issues.

## **Projects & Assignments**

- Raised funds for Bhumika Singh (Heart Transplant case).
- Field visit and Customer Survey at Sephora.
- Detailed Research on 1) Coca Cola.

# 2)Product pitch Chocolate Segment.

- Detailed research on Marketing beyond 2020.
- Brand Analysis on following brands: Disney+Hotstar
- Mama earth TATA 1mg

# **Co-Curricular Activities**

- Nominated for Cultural Leader
- Associated with the 'WE CAN WE WILL' foundation and mentored underprivilege students.
- Associated with Sarvo Bodhay Asan Sanstha NGO
- Represented college at inter college level in Dance competition.