



EDUCATION

Master of Business management , GLA University, Mathura	May 2021
Bachelor of Commerce , BSA COLLEGE , Mathura	May 2019
Intermediate , AGRA PUBLIC SCHOOL AGRA	May 2016
High School , SHRI R.S PUBLIC SCHOOL AGRA	May 2014

INTERNSHIP EXPERIENCE

- THE COMPLET DIGITAL MARKETING COURSE 12 COURSE IN 1 BY UDEMY
- MICROSOFT EXCEL –ADVANCED EXCEL FORMULAS AND FUNCTIONS BY UDEMY

SKILLS

Technical

- MS excel
- MS word
- Power point
- Comprehension Skills

Professional

- Effective Analytical Skills
- Good communication skills
- Time management
- Ability to identify and solve problems
- Quick learner

Extra/Co-Curricular Activities

- NCC Cadet
- Participated in HR CONCLAVE in GLA University in 2019.
- Certification of completion in Fundamentals of digital marketing from Google Digital unlocked
- Certificate of participation in Online Quiz on Digital Learning Resources Organized by Matrix School of Management Studies.
- Certification of successfully participation in General Awareness online Quiz conducted by Mangalayatan University.

Declaration I hereby declare that all the above mentioned information is true and correct to the best of my knowledge.

RAJKUMAR PONIA