

EDUCATION

Temple University – Fox School of Business, Philadelphia, PA

Bachelor of Business Administration

Graduation: May 2023

Major: Management Information System | **Minor:** None

Awards: CST Dean Scholarship, Dean's List: Fall 2019

Selected Courses: Statistics, Web application Development, Data and Analytics, Risk Management, Microeconomics, Marketing Management.

ACTIVITIES

Member, AIS

August 2021 – Continuous

Member, Temple First

August 2019 – Continuous

Member, She the First

August 2021 – Continuous

EXPERIENCE

SWARNA JEWELS LLC, Bensalem, PA-19020

January 2020 – Continuous

E-commerce Assistant

- Have experience working as a E-commerce Assistant with a team, where most team member's are working remotely from abroad. The collaboration and team-work is very important for the role since most of us would depend on other team members. Had a remarkable experience with this company with 10+ colleagues where we work as friends and family.
- Provided excellent customer service in retail and online sales.
- Improved the company's online sales and revenue and resolved many issues with the website.

SKILLS

Software: Microsoft Word, Excel, PowerPoint, Adobe photoshop, Salesforce, MySQLWorkbench, Visual Studio, YouTube studio, iMovie.

Foreign Language Proficiency: Bengali, Hindi

Certifications: Google Analytics (Basic), HTML Basics.