

# Sapna Ahirwar

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## PROFILE SUMMARY

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Automobile Engineering student with technical expertise in web development and data analysis. Proven project management capabilities through internships. Certified in MS Office suite and data analysis tools.

## EDUCATION

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- 2021–Present    **BE (Automobile Engg.)**  
UIT RGPV, Bhopal                      CGPA: 6.53
- 2020–2021      **Class XII (CBSE)**  
Kendriya Vidyalaya No.1, Bhopal    82%
- 2018–2019      **Class X (CBSE)**  
Kendriya Vidyalaya No.1, Bhopal 85.2%

## SKILLS

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- Technical:**        HTML5/CSS3, React.js, AutoCAD, MS Office, Canva  
**Management:**   Project Planning, Cross-team Coordination  
**Tools:**            Excel, Google Forms, ServiceNow

## INTERNSHIPS

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- **Online Marketing Intern** Apr 2024
  - Child Cancer Trust NGO (Remote)
  - Supported digital campaigns for pediatric cancer awareness
  - Collaborated with partner NGOs for resource mobilization
  - Analyzed social media engagement metrics
- **Project Management Intern** Apr 2024 - Present
  - Oblytech India Pvt. Ltd. (Remote)
  - Assist in planning/executing IT projects (ServiceNow/Salesforce)
  - Monitor project timelines and maintain documentation
  - Coordinate between development teams and US clients
  - Conduct risk analysis for 5+ active projects

## PROJECTS

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- **Amazon Clone**
  - Built responsive e-commerce UI with product search functionality
  - Tech: HTML5, CSS Grid, JavaScript
- **Excel Sales Dashboard**
  - Automated sales reporting with pivot tables & charts
  - Reduced analysis time by 30% for regional teams
- **Customer Feedback System**
  - Processed 500+ monthly responses via Google Forms + Excel

## CERTIFICATIONS & ACHIEVEMENTS

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| SEO Engine  | Simplilearn                                    |
| MS Office Specialist  | Udemy  |
| MS Word Course  | Udemy  |
| MS Excel Course   | Udemy  |
| MS PowerPoint Course  | Udemy  |
| Data Analysis   | Simplilearn                                    |
| 2nd Place Poster Making   | UIT RGPV                                       |
| Digital Security  | Atingi   |
| Data Science and Machine Learning Internship                          | Edureka  |
| Second place in Poster Making Competition by Department of Humanities | UIT RGPV, Bhopal Digital Safety and Security C |
| Atingi E-learning Platform  |  |