

Ayushi Agarwal

Event Manager,
Business Co-ordinator and Career Councillor

Career Objective

To gain relevant knowledge and experience in every field and attain a position of good person with contributing my knowledge, skills and experience for the advancement of the company while studying and making myself grow with the company.

Experience

Apr, 2022-
Present

Business Co-ordinator and councillor

Asansol Ambition Education Welfare Society, Asansol, West Bengal

Responsibilities:

- Managing the team of teachers for scheduling and easy organisation of classes.
- Planning and monitoring all routine activities of the organisation.
- Counselling the students so as the best course can be opted by them

Apr, 2019-
2021

Event Management

Kolkata /Asansol, West Bengal

Responsibilities:

- Work as a team under seniors for the first year.
- Managing the team as a senior manager for the remaining years guiding the new members to work efficiently and successful completion of event.

Key tasks completed:

- Volunteered in Shaadi ology held at Taj Bengal, Kolkata
- Worked as an administration desk holder in Indian Idol held at Amity University, Kolkata
- Worked as a supervisor on behalf of HDFC Bank on Teacher Day held in Kolkata.
- Worked as an administration desk holder in Master Chef held at NSHM, Kolkata.
- Worked as a volunteer in Dance Plus 5 held at NSHM, Kolkata
- Worked as a supervisor in FIFA World Cup held at Salt Lake Stadium, Kolkata.
- Worked as a volunteer in Juniors Kids Fashion Week held at Novotel Hotel, Kolkata
- Worked as an Intern with Papillon Events Kolkata

Education

2019-2021

Event Management

National Institute of Event Management, Kolkata

2019-2022

B.Com (H), Indra Gandhi National Open University, perusing (6th Semester)

2017-2019

Higher Secondary Schooling under ISC system (ST. Vincent's High and Technical School, Asansol) securing 70.33%

2004-2017

Primary and Secondary Schooling under ICSE system (AG Church School, Asansol) securing 73.40%

Personal Data

Address

N.S Road Asansol, West Bengal

Phone

(+91) 75480 25271

Email

Ayushiagarwal608@gmail.com

DOB

06th Day of Nov, 2000.

Key Strengths

Team Manager

Sound Organiser

Excellent communicator

Good Presenter

Technical Skills

Microsoft Office

Tally ERP

Languages

English

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Proficient

Hindi

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Proficient

Reading Novels, Drawing and Painting, Listening to music and cooking