

SHASHWAT SINGH PUNDIR

CONTACT

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- Greater Noida, UP

SKILLS

- Microsoft Office Apps
- Problem Solving
- Strategic Planning
- Canva
- Negotiations
- Change Management
- Business Management
- Lead Generation and Prospecting

LANGUAGES

- English (Fluent)
- Hindi (Fluent)



PROFILE

Recent Bachelor of Business Administration (BBA) graduate with a strong foundation in strategic management, data analysis, and organizational behavior. Passionate about solving complex business problems and driving operational efficiency through data-driven decision-making. Proven ability to lead teams, communicate effectively, and adapt in fast-paced environments through academic projects and internship experiences. Eager to bring fresh perspective and a collaborative mindset to a dynamic management consulting role.



WORK EXPERIENCE

HelperJi Manpower

Business Development Executive 2025 - Present

- Generated and qualified leads through market research, client outreach, and relationship-building, contributing to business growth in manpower and corporate services.
- Pitched and presented tailored manpower solutions to clients, ensuring alignment with their workforce needs and driving successful client acquisitions.
- Collaborated with internal teams to create proposals, negotiate contracts, and while maintaining strong client relationships.

Inamigos Foundation

2024

Community Management

- Formulate and implement detailed marketing strategies and initiatives that support the company's mission and objectives.
- Create promotional video for the movements started by the charity.

Vinayak Automobiles

2024

Community Influencing

- Facilitated audience interaction through Q&As, live streams, polls, and comments, fostering a sense of community and trust.
- Advocated for community interests and feedback, helping brands and teams shape more relatable and impactful messaging.



EDUCATION

Bachelors in Business Administration

2022- 2025

Institute of Management Studies, Noida

Class XII

2022

Pragyan School, Greater Noida