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Top Skills

Recruiting

Public Speaking

Strategy

Certifications

Human Resource Management

Talent Management

Human Resource Analytics

Excel Skills for Business

Business Analysis Foundations

Kriti Ranjan

MBA (Business Analytics) | Intern at NTPC | Creator of CodeWithKriti
| Blending Data, Tech & Communication
Faridabad, Haryana, India

Summary

Manav Rachna University MBA candidate specializing in Business Analytics, currently interning at NTPC Limited in the Contracts & Materials (C&M) department. Contributed to procurement operations by leveraging SAP ERP and Government e-Marketplace (GeM) platforms to streamline store management and improve operational efficiency.

Outside of professional commitments, develops engaging blog content on web development and personal experiences through WordPress and social media channels. Combines technical proficiency in data analytics, communication, and content creation to bridge creativity with business impact, while continuously exploring new avenues for professional growth.

Experience

NTPC Limited

C&M Intern

June 2025 - Present (1 month)

Patratu, Jharkhand, India

- Assisted in procurement processes within the Contracts and Materials department, enhancing operational efficiency.
- Gained hands-on experience with the Government e-Marketplace (GEM) and SAP platform for effective store management.
- Collaborated with team members to streamline procurement services, contributing to timely project delivery.

codewithkriti.com

Blogger

June 2025 - Present (1 month)

India

- Develop engaging and informative blog content on WordPress, with a focus on web development and life experiences.

- Manage Instagram presence by designing visually appealing and educational posts to increase audience engagement.
- Select and edit images for blog posts to ensure visual consistency, relevance, and enhanced content impact.

Manav Rachna University

10 months

NEP Saarthi

November 2024 - Present (8 months)

Faridabad, Haryana, India

- Acted as a vital link between students and administration, enhancing communication and collaboration.
- Spearheaded initiatives to promote National Education Policy (NEP) themes, fostering a culture of educational reform.
- Developed and implemented digital engagement strategies, increasing student participation by 30%.
- Passionate advocate for education reform and leadership, driving positive change within the university community.

LinkedIn Campus Ambassador

September 2024 - May 2025 (9 months)

Faridabad, Haryana, India

- Organized and led workshops, seminars, and LinkedIn learning sessions as a LinkedIn Campus Ambassador at Manav Rachna University.
- Executed successful campaigns and participated in the LinkedIn roadshow to promote networking and professional development among students.
- Developed valuable skills in communication, event planning, and social media marketing while representing the company on campus.

Wyreflow Technologies

Human Resources Intern

September 2024 - October 2024 (2 months)

Bhopal, Madhya Pradesh, India

- Conducted resume screening and assisted in hiring process through LinkedIn for Wyreflow Technologies.
- Utilized MS PowerPoint, MS Word, and MS Excel for presentations and data analysis.
- Demonstrated strong communication skills and attention to detail in all tasks.
- Developed skills in hiring, presentation, and resume screening during internship.

MedTourEasy

Data Analytics Trainee

August 2024 - August 2024 (1 month)

- Utilized python programming skills to analyze healthcare management data for MedTourEasy.
- Implemented data visualization techniques to present insights for decision-making.
- Completed Coursera training to enhance data analytics capabilities.
- Demonstrated strong attention to detail and communication skills in writing and speaking.

Anuradha Shukla

Database Management Intern

July 2024 - August 2024 (2 months)

- Collected client emails from web directories to support sales team in achieving targets.
- Assisted in outreach activities for a start-up focused on building client relationships.

Redtape Global

Retail Merchandiser

December 2021 - September 2022 (10 months)

Noida, Uttar Pradesh, India

- Managed inventory and collaborated with buyers and e-commerce department to optimize sales strategies.
- Utilized MS Excel and logic erp software for stock management and sales analysis.
- Implemented category management techniques to drive product visibility and increase sales.

EISystems Technologies

Trainee

September 2021 - October 2021 (2 months)

- Attended python programming live class training for Trainee role at EISystems Technologies.
- Developed a random password generator project to enhance coding skills and knowledge.
- Demonstrated strong organizing skills, remote work proficiency, and effective time management.

NTPC Limited

Finance Intern

June 2021 - July 2021 (2 months)

Faridabad, Haryana, India

- Generated and analyzed reports to support financial decision-making processes.
- Took minutes of meetings to ensure accurate documentation and follow-up on action items.
- Assisted in statement preparation, data entry, and conducting audits for financial management training onsite.

KnowScape

Social Media Marketing Intern

August 2020 - August 2020 (1 month)

- Managed social media content curation and promotion for KnowScape, focusing on increasing reader retainment.
- Developed innovative strategies to enhance engagement and drive traffic to the company's social media platforms.

Education

Manav Rachna University

Master of Business Administration - MBA, Business Analytics

IMS Ghaziabad (University Courses Campus)

Bachelor of Business Administration - BBA, Data Science

Modern Delhi Public School - India

High School Diploma, Business/Commerce, General