

MUSKAN MISHRA

Bachelor of Business Administration
(General)

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CAREER OBJECTIVE

Ambitious BBA graduate with a strong foundation in management, marketing, and international business management. Seeking an entry-level position to leverage academic knowledge and internship experience in a dynamic business environment while contributing to organizational success and growth. Eager to apply analytical, communication, and business skills to support professional development, innovation, and effective decision-making.

EDUCATION QUALIFICATION

College/School/University	Couse	Percentage/Sgpa	Year of passing
JECRC University	BBA	8.36	2022-25
St. Anselm's	Higher Secondary - Commerce	69%	2022
St. Anselm's	Senior Secondary	63%	2020

SKILLS

Technical Skills

- Canva
- MS Excel
- Listing
- Off page SEO

Non-technical skills

- Creative
- Adaptability
- Management Skills
- Entrepreneurship

INTERNSHIP

Inter in Verve Logic Jaipur | Jan–July 2025

- Focused on off-page SEO including link building classified submissions, quora, and social bookmarking.
- Researched high-quality backlink opportunities to improve domain authority.
- Monitored keyword rankings

Intern at Mobyink Innovations | September–December 2025

- Assisted in managing and optimizing product listings across e-commerce marketplaces
- Collaborated on creative strategies to improve online visibility, customer engagement, and overall marketplace performance.

ACHIEVEMENT

- Secured 2nd place in Level 1 and Level 2 of abacus competitions Secured 3rd place in Level 3 of abacus competitions
- Won Gold, Silver, and Bronze medals in 400m relay races
- Secured 2nd place for a biodiversity project in an exhibition

ACADEMIC ACHIEVEMENT / CERTIFICATION

- **Business Analyst Certification** – Gained basic knowledge of business needs, process mapping, and requirement documentation.
- **Entrepreneurship Certification** – Learned fundamentals of starting, managing, and growing a business.
- **E-Commerce Certification** – Gained skills in online sales, digital marketing, and product management.

INTERESTS

Interests: Photography, painting, gaming and playing guitar