

## Professional Profile

MBA student with strong technical background  
Excellent networking and communication skills  
Experienced in numerous data & statistical analysis software packages

## Education

07.2018 - Ongoing **Thapar Institute of Engineering & Technology, India**  
**L M Thapar School of Management**  
MBA, CGPA: 7.15  
Expected Graduation: June 2020

07.2014 - 06.2018 **The Northcap University, New Delhi**  
BE in Mechanical Engineering, CGPA: 6.07

2014 **Adarsh Jain Dharmik Shiksha Sadan, New Delhi**  
12th Standard (CBSE), Percentage: 63.8%

## Work Experience

09.2018 - Ongoing **EduPlatter Counselling & Coaching Services Private Limited, New Delhi**  
**Co-founder & Director**  
- Incorporated this Ed-Tech Startup in December 2018  
- We organize a number of workshops/masterclasses taught by industry professionals  
- Led all management decisions  
- Oversaw all marketing & sales campaigns  
- Reached out to numerous businesses for potential business partnerships

## Internships

05.2017 - 07.2017 **Jay Bharat Maruti Ltd, Joint Venture with Maruti Suzuki**  
**Summer Intern in the Engineering Department**  
- Learnt about principle, parameters, defects and welding strengths of various welding processes  
- Learnt about the methodologies used for testing the welding strength of various car parts

06.2016 - 07.2016 **Maruti Suzuki India Ltd, Gurugram, India**  
**Quality Assurance & Part Quality Division (QAPQ)**  
**Summer Intern**  
- I was responsible for developing a testing tracker for every part of the new model  
- Identified the test needed for each part  
- Checked the quality of parts received from the vendors  
- Learnt about the six sigma process

## Languages

- English (Fluent), Hindi (Mother Tongue) & German (Basic)

## IT Skills & Relevant Certifications

- Fully proficient in MS Excel, MS PowerPoint & MS Word
- Python, C & C++
- Camunda Modeler BPM
- IBM SPSS
- Google Analytics & E-Commerce Analytics

## Workshops & Research Projects

- Attended a 4-day workshop on Digital Marketing (Feb 2019)
- Attended a HR Proficiency workshop at LMTSOM
- Attended a 3-day workshop on Advance Excel and VBA

## Extracurricular Activities

- Completed 'How to Start a Startup' Course by Sam Altman of Y Combinator
- Co-ordinated multiple events at The Northcap University
- Worked on a VC Innovation Funded project at The Northcap University to experimentally study the the performance of partially aerated LPG Cooking Gas (10.2017 - 04.2018)



## Personal Details

Place of Birth:  
New Delhi, India

Date of Birth:  
18.08.1996

Citizenship:  
Indian

## Contact Details

Address:  
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New Delhi - 110043

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Mobile:  
+91 8076128592

New Delhi, India  
17.02.2019

# Punit

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**RZ-J-76/1, Old Roshan Pura, Najafgarh, New Delhi - 110043 | punitmudgal2015@ gmail.com**

Dear Sir/ Ma'am,

I, Punit, am writing to apply for the 2019 Summer Internship at The Development Labs - Centre for Public Policy and Governance at TISS. This exciting opportunity appears to be a wonderful fit with my professional experience, personal interests, and career goals.

The business sector, in the last few years, has become a vital part of the people-centric development in India. And, Development Labs provides these businesses and other stakeholders with an unmatched combination of information, guidance & subject-matter expertise that can help navigate their resources for achieving a long term sustainable growth. This internship presents me with an excellent opportunity to work in this sector as part of a reputed organization, which is one of the leading global information providers in the world.

I believe that my education combined with my previous professional experiences make me an ideal candidate for this role. I am currently mastering a wide range of topics spanning from corporate finance to financial accounting and reporting, as a part of my MBA curriculum at LM Thapar School of management. During my MBA, I also co-founded an Ed-Tech start-up called EduPlatter which proved to be a great learning experience. Here, I honed my management & business analytics skills by solving real-world challenges that our start-up faced. I am planning to take a leave of absence from EduPlatter during the duration of this internship. Before coming to Thapar for my MBA, I obtained a B.E. in Mechanical Engineering from The Northcap University. I have also successfully completed two separate internships in the field of mechanical engineering & manufacturing. My experiences during these internships have made me extremely flexible & resourceful and they introduced me to ins-and-outs of the automotive and manufacturing industry. All these experiences combined would enable me to perform extremely well in this internship at the Development Labs at TISS and deliver desirable results in a stipulated time frame.

Finally, I want to assure you that I will work up to my full potential to make the most out of this internship.

I am attaching my updated resume with my application for your kind consideration. I look forward to hearing from you soon.

If you have any more questions, please feel free to contact me at +91 8076128592.

Best Regards,  
Punit