

Gnana Sahithi Mylapilli

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PROFILE SUMMARY

BBA graduate with a minor in Psychology from GITAM Deemed to be University, graduating with First Class with Distinction and a CGPA of 8.19/10. Equipped with an academic foundation in financial management, accounting, business analytics, and business operations, along with internship experience in business research, information management, and maintaining records using Microsoft Excel. Detail-oriented and organised, with a willingness to learn and contribute to banking operations, documentation, and customer service.

EDUCATION

GITAM Deemed to be University

Bachelor of Business Administration

Cumulative GPA: 8.19/10

Visakhapatnam, Andhra Pradesh

June 2023 - April 2026

Timpany School

Class XII - ISC Board

Visakhapatnam, Andhra Pradesh

April 2021 - March 2023

WORK EXPERIENCE

Verbrate Creative Studios

HR & Operations Intern

Remote

May 2025 - June 2025

- Researched potential business clients using LinkedIn and AI-assisted research tools to identify prospects relevant to the company's services.
- Reviewed prospect profiles and business information to assess suitability against the company's requirements.
- Organised prospect details and maintained lead-tracking records using Microsoft Excel.
- Evaluated potential alignment between client needs and the company's services to support prospect shortlisting and outreach planning.

SKILL

- Technical skill : Data Entry, Design, Video Editor
- Soft skill : Collaboration, Creative, Communication, Critical thinking
- Language : English (Fluent), Indonesia (Fluent)