

Kanika Verma

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EDUCATION			
Degree/Qualification	Institution	CGPA/Percentage	Year
MBA (Expected April 2025)	Indian Institute of Technology, Kanpur	-	2023 - Present
B.Tech. (Mechanical Engineering)	Netaji Subhas University of Technology, Dwarka	66.70%	2015 - 2019
HSC (12 th)	Queen's Valley School, Dwarka (CBSE)	91.00%	2015
SSC (10 th)	Queen's Valley School, Dwarka (CBSE)	9.60	2013

WORK EXPERIENCE	
instrucko Operations Manager ▪ Recruited and mentored the performance of the operations team ▪ Helped design product requirements and visualized the flow of operations, watched over the implementation of the product to derive efficiency and improve the user experience ▪ Organized, modified, and updated existing workflows and set up new operational processes	Noida January 2022 - March 2023 ▪ 14 Months
CampK12 Business Operations Associate ▪ Analyzed business metrics and defined the same to help derive insights ▪ Handled day-to-day lead flow operations and generated reports ▪ Ensured compliance and adherence to established workflows and quality standards	Gurgaon October 2019 - September 2021 ▪ 24 Months

CERTIFICATION
▪ 'Certification of Professional Excellence (Excel, SQL, R, Tableau)' by Analytixlabs

ACADEMIC PROJECTS	
Netaji Subhas University of Technology	▪ Development and designing of a Push-Pull Fatigue Testing Machine and tested fatigues of specimens like aluminum
BEL	▪ Studied the functionalities of RADARs and SONARs

ACHIEVEMENT	
instrucko	▪ Employee of the Month

OTHER INTEREST AND HOBBIES
▪ Fitness ▪ Bollywood dance ▪ Art & Craft