

DEEKSHA RAINA

DEVELOPMENT SECTOR PROFESSIONAL

CONTACT

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SKILLS

MS-Office
Interpersonal skills
Problem solving
Strategic thinking
Attention to detail
Team Player
Intermediate-HTML, CSS,
JavaScript and PHP

EDUCATION

Rayat & Bahra College of
Engineering, Mohali

2010-2014

BTech in CSE with
distinction 79.16%

SD Public School,
Chandigarh

2010

CBSE 12th Board (PCM)
with first division 63%

DAV Public School,
Chandigarh

2008

CBSE 10th Board with
distinction 79%

LANGUAGES

English
Hindi
Kashmiri
Punjabi

PROFILE

A thorough professional, wanting to develop her career in the development sector in the field of design, strategy and program management. Eager to work across diverse sectors, to build her knowledge, intuitiveness and expertise within the domains of education, women empowerment and sustainability development. Looking for opportunities to foster continued growth in her career trajectory

EXPERIENCE

Sanjhi Sikhiya Foundation, Chandigarh

Founders Team Intern, **2024**

- Created engaging outreach materials (posters, flyers, promos) using Canva to effectively convey organizational messages.
- Coordinated virtual fundraising events and managed communication with potential funders to boost support.
- Collaborated on upgrading Sanjhi Sikhiya's website, improving user experience, and developed templates for communications and campaign strategies.

An Accelerator for Education (ATMA), Mumbai

Volunteer, **2023**

- Collaborated with nonprofit organizations that focused on education on their long-term plans and programmatic strategies.
- Researched successful education models.
- Facilitated mentorship & capacity building support for partner organizations.

Catalyst Management Services (CMS), Bengaluru

Program Management Intern, **2023**

- Led project planning and execution, ensuring MSME customer success through strategic input and collaboration with internal and external stakeholders.
- Managed project progress by coordinating with 10 internal and numerous external stakeholders, including influencers and key market players.
- Oversaw documentation, reporting, and stakeholder management, delivering progress updates and ensuring accurate scoping and effort estimation with sales teams.

SLR Infotech, Chandigarh

Software Engineer Intern, **2014**

- Developed a user-friendly e-commerce portal "Lotus Eye Fashion Hub" using PHP, HTML and CSS ensuring a seamless user experience.
- The portal supported both seller and customer interface end-to-end, with capabilities such as fast checkout, wish-list, return/replace and seller-customer
- message board. The platform catered to both sellers & customers, offering a range of features to facilitate smooth transactions and interactions.

Home Tutor

2014-2023

- Engaged in community service by providing tutoring sessions to underprivileged students in grades 6th-10th, focusing on Math & Science subjects.

Extracurricular Activities

Entrepreneurship Cell Core Team Member, **2010-2013**

- Responsible for creating awareness about Entrepreneurship week as part of the E-cell team in my campus for 3 years.
- Managed a team of 10 volunteers for participant outreach, mentor connect & logistics