

# AVANI JAIN

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## SUMMARY

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I thrive on seeking new challenges through my career as a Business Analyst, being a highly passionate individual. My experience in the business industry as business development has motivated me to discover more. I possess proven leadership skills and am hardworking, driven to join a group of seasoned and experienced Business Analyst professionals in the industry.

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## EXPERIENCE

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***Associate Business Analyst*** 02/2021-10/2023

**Aarvy Technologies** - Gurugram, Haryana

- Analyzing the data related to the business processes, Market trends, Customer behavior and a lot more to identify patterns and insight.
- Engaged in continuous learning activities to enhance business analysis skills and knowledge.
- Contributed to the development of business models, forecasting trends and outcomes for informed planning.
- Delivered project status updates to stakeholders, ensuring transparency and trust-building.
- Created presentations to effectively communicate analysis findings and recommendations to senior executives.

***Senior Business Development Executive*** 08/2019-01/2021

**Spice Jet Pvt. Ltd.** - Gurugram, Haryana

- Improved business prospects by unearthing root causes of recurring issues and developed impactful solutions.
- Managed escalated client enquiries with exceptional professionalism and enthusiasm to maintain trust and reliability.
- Planned and developed winning strategies to increase sales, expand territories and boost market positioning.
- Participated in senior management meetings to inform and shape long-term business strategy.
- Negotiated and closed high-value contracts with major industry players, significantly boosting company market share.
- Directed the integration of new business acquisitions, ensuring smooth operational transitions.
- Assisted clients with business plan, purchase, branding, advertising, remodeling, and marketing, increasing monthly sales and organize new Aircrafts launches and successful execution of all sale's promotional campaigns in meetings.

## EDUCATION

**Master of Business Administration** 2023  
**Jaipur National University – Jaipur, Rajasthan**

- Specialization in Marketing Management -65%

**Bachelor of Business Administration** 2017  
**Jaipur National University – Jaipur, Rajasthan**

- Specialization in Business Administration -75%

**Intermediate (XII)** 2014  
**CBSE - Delhi, India**

**High School (XTH)** 2012  
**CBSE - Delhi, India**

## SKILLS

### **Hard Skills:**

- Project Management
- Requirements gathering
- Business Intelligence (BI)
- Vendor Management
- Brain Storming Ideas

### **Soft Skills:**

- Interpersonal skills
- Communication
- Attention to detail

### **Techniques:**

- Business Process Improvement
- Multi-tasking
- Strategic decision-making
- Business Administration
- Customer needs analysis

### **Tools & Software:**

- Microsoft Office Suite
- Tableau ( Beginner)

## HOBBIES

Listening Music , Driving & Watching Movies

## LANGUAGES

Hindi, English & Spanish ( Learner )

**FATHER'S NAME – MR. NEERAJ JAIN**

**DATE OF BIRTH – 29 MARCH 1996**

**PERMANENT ADDRESS- C-3/16 YAMUNA VIHAR , DELHI-110053**

I hereby declare that the all information provided in this CV is accurate to the best of my knowledge.

**(AVANI JAIN)**