

Ritika Gandhi

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EDUCATION

San Jose State University, San Jose, CA

Bachelor of Science in Management Information Systems

Graduation Year: May 2026

- **Relevant Coursework:** Database Management Systems- SQL/Oracle, Business Programming- Python, Project Management, MS Office

SKILLS & ACTIVITIES

Languages: English, Spanish, Hindi, Gujarati

Technical Skills: JIRA, SQL, Python, Adobe Suite, MS Office (Excel, PowerPoint), Power BI, Tableau

IT Techniques: Systems Development Lifecycle (SDLC), Agile Development, Entity-relationship Modeling

Activities: SJSU Sahaara (Dance Captain), Gurus Of Dance (Choreographer /Instructor), Member of Management Information Systems Association & San Jose Consulting Group

WORK & LEADERSHIP EXPERIENCE

Digital Product Intern Insdoor Inc. | San Jose, CA | Jul 2024 – Sept 2024

- Assist in the development and execution of digital product sales strategies, contributing to a 10.3% sales increase. .
- Conducted market research on consumer behavior and trends, supporting data-driven outreach efforts.
- Contact pharmacies to pitch the INSDOOR app, effectively highlighting its benefits and securing interest for potential partnerships.

Student Assistant- Front Desk | The Writing Center, SJSU | San Jose, CA | Feb 2023 – Jun 2023

- Improved front desk operations by handling phone calls, data entry, and inquiries, enhancing visitor satisfaction with prompt support.
- Optimized appointment scheduling and bookings using Microsoft Excel, reducing wait times and increasing service efficiency
- Provided personalized guidance, boosting visitor engagement and utilization of writing support services.

Chief Executive Officer | The Mind Project (501(c)3) | San Jose, CA | Sep 2020 – Aug 2023

- Enhanced NPO impact with Newbury Park High School District partnership, raising \$1,200 within a month and consistently surpassing fundraising goals through strategic collaboration.
- Collaborated with organizations such as Miss CEO and Counseling4Kids to fundraise and provide therapy for underprivileged children.
- Led a 50+ member organization for three years, raising mental health awareness in the Bay Area through webinars with licensed therapists attended by over 500 participants.

CONSULTING PROJECTS

Roll Photo Journal

Mar 2024 – June 2024

- Addressed Roll Photo Journal's launch challenges at San Jose State University by consulting on app design and monetization strategies, utilizing JIRA for project coordination and Adobe Suite for creative branding solutions.
- Create use cases and roadmaps for the application launch
- Delivered data-driven actionable recommendations using Excel and Power BI dashboards, helping the Candid team increase revenue and improve user engagement through targeted consulting on market positioning and strategy execution.

HelloHive

Sep 2023 – Feb 2024

- Improved HelloHive's website user experience through data-driven design recommendations, resulting in a 15% increase in user engagement.
- Analyzed market trends using Power BI and Excel, providing insights for website optimization.
- Collaborated with stakeholders in bi-weekly meetings, managing project tasks via JIRA.

