



Kumar Pankaj

Profile

Empathetic professional with individuals to facilitate growth and change. Skilled in assessing, diagnosing, and developing care plans to treat emotional, behavioral, and psychological disorders. Conducted intake sessions and gathered client information to create tailored care plans. Identified and diagnosed psychological, emotional and behavioral issues.

Detailed Data Entry Clerk with experience inputting and organizing data in various software and applications. Extensively trained in transcription, word processing, and spreadsheets. Organized individuals are recognized for transposing data accurately and quickly.

Drive efficient, service-oriented operations to support organizational growth and development. Collaborative and forward-thinking with excellent policy implementation, strategic planning, and problem-solving abilities. Proficient in engaging stakeholders to build consensus and promote needed change.

Education

Master of Arts in Clinical Psychology

📍 *Amity University Noida - Noida, Uttar Pradesh*
📅 *September 2022 to June 2024*
Grade : First Division

Bachelor of Arts (Honours) in Psychology

📍 *Ambedkar University Delhi AUD*
📅 *August 2014 to May 2017*

12th Pass or All India Senior Secondary School Examination in Humanities

📍 *Kendriya Vidyalaya, Andrews Ganj, New Delhi, Delhi*
📅 *April 2012 to May 2014*

10th Pass or Secondary School Examination (SSE)

📍 *Kendriya Vidyalaya, Andrews Ganj, New Delhi, Delhi*
📅 *April 2001 to May 2012*

Work Experience

Internship

📍 *SYNAPSES NEUROPSYCHIATRY CLINIC-Delhi*
📅 *Jun 2023-Jul 2023*

Psychiatric disorders, case history taking, MSE, psychotherapeutic approaches, and psychological assessments through classes, presentations, and case discussions.

Internship

📍 *SYNAPSES NEUROPSYCHIATRY CLINIC-Delhi*
📅 *February 2023 to April 2023*

Client observation, case history taking, MSE, psychotherapeutic approaches, and psychological assessments through presentations, case discussions, and classes.

Internship

📍 *ZENTERED MINDS-Delhi*
📅 *October 2022 to October 2022*

Expressive art and movement therapy, active listening, teamwork, prompt responding, and presentations through active participation in therapeutic sessions.

Executive - Operations

📍 *AEGIS*
📅 *February 2022 to June 2022 (Full Time)*

Managed daily operations, ensuring smooth workflow and adherence to company standards. Provided exceptional customer service, resolving inquiries and exceeding expectations. Collaborated effectively with team members to achieve departmental goals.

Data Entry Clerk

📍 *HDB Financial Services Pvt. Ltd.*
📅 *February 2020 to February 2021 (Full Time)*

Worked as a Data Entry Operator at HDB Financial Services, Noida, developing leadership, teamwork, communication, and presentation skills while ensuring accuracy, punctuality, and mentorship for new employee

Languages

- Hindi - Native
- English - Fluent
- French - Beginner

Awards/Achievements

Best Performance Award July 2020 September 2020 from HDB Financial Service Ltd.

Certifications and Licenses

➤ Cognitive Behavior Therapy

Present

Therapy By Saachi -A Safe Space For You

Gained knowledge of CBT techniques, thought restructuring, behavioral interventions, and practical applications for mental health treatment.

➤ Solution Focused Brief Therapy

Present

Therapy By Saachi -A Safe Space For You

Learned goal-oriented techniques, strength-based interventions, and practical strategies to foster positive change in clients efficiently.

➤ Trauma Informed Care

Present

Therapy By Saachi -A Safe Space For You

Trauma awareness, client-centered approaches, resilience-building strategies, and techniques for creating a safe, TFT- Thought Field Therapy and supportive therapeutic environment.

➤ Great Experiment in Psychology

Present

NPTEL - National Programme on Technology Enhanced Learning

NGO/Student Organizations

Speak up World Foundation

February 2023 to April 2023

- Worked on Women Empowerment initiatives
- Spread awareness on various issues
- Contributed to Environmental Projects and initiatives

Publications

Spiritual well-being and Life Satisfaction among university students

<https://ijcogspirituality.co.in/article/spiritual-well-being-and-life-satisfaction-among-university-students/>

Contact

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- 🌐 LinkedIn

Personal Details

Date of Birth: 1995-11-18
Eligible to work in: India
Highest Career Level: Master Degree in Clinical Psychology
Industry: Healthcare, Social Science, Psychology, Clinical Psychology and Research
Total years of experience: 1 year

Skill

- Emotional Awareness
- DSM-V categorizations
- Social Work
- Presentation and Case Discussion
- Active Participation
- Teamwork • Presentation skills
- Data analysis skills
- Social Services
- Microsoft office
- Data entry
- IBM SPSS