

Khushi Sukhija

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EDUCATION

Schulich School of Business

Toronto, Ontario

Bachelor of Business Administration

April 2026

- **Relevant Coursework:** Micro & Macroeconomics (A+), Business Management (A), Financial Accounting I & II (A+), Operations Management Information Systems (A+), Statistics (A+), Supply Chain Management (A)
- **GPA:** 3.85/4, Dean's List, York University Entrance Scholarship (\$16,000)

Singapore Management University

Singapore

Exchange Term (Business)

Jan 2026 – April 2026

- Selected for competitive international exchange program at Lee Kong Chian School of Business

WORK EXPERIENCE

Ernest & Young

Toronto, Ontario

Business Consulting Intern – Digital Supply Chain & Operations May 2024 – Aug 2024 | May 2025 – Aug 2025

- Supported EAM Engagement for a national transportation company by creating Data Collection reports, facilitating Weekly Status update PowerPoints for 20+ members, and updating Functional Design Documents
- Earned EY Bravo Award for co-leading the KPIs/Reports workstream, defining 50+ KPIs and building a KPI Excel tool that enhanced analyst efficiency by 55% across the project lifecycle
- Facilitated and organized in-person CRP sessions with 10+ end users on HxGN EAM software, implementing user guides that contributed to a 20% increase in buy-in and adoption

Weston Forest

Toronto, Ontario

Purchasing Administrator Intern

Jun 2023 – Aug 2023

- Spearheaded the implementation of the corporate SharePoint system to generate a central directory of 110+ suppliers by harmonizing, organizing, and consolidating data across 50+ files
- Demonstrated proficiency with inventory management software Tallyworks to generate purchase and sales orders, and approve 30+ daily incoming receivings, ensuring smooth business operations
- Implemented tailored Excel functions to daily inventory reports, enhancing report accuracy by 20%

LEADERSHIP EXPERIENCE

Schulich Consulting Club

Toronto, Ontario

Mentor - Previously Vice President of Conference Development

Jan 2023 – April 2026

- Utilize Microsoft Office to craft comprehensive project plans, curate work breakdown structures, and create detailed itineraries, employing proven project management techniques to foster seamless cross-functional collaboration within 5+ internal departments in the club
- Organized the strategy and execution for Ontario's largest student-run undergraduate conference with over 200+ attendees, overseeing all aspects of vendor negotiations, resulting in a 15% budget savings
- Implemented an outreach strategy for the club's DELTA conference by crafting outreach messages and executing targeted marketing campaigns, resulting in a 106% increase in sign-ups and revenue of 2,000+

York SOS

Toronto, Ontario

Educational Director

Jun 2023 – Sep 2024

- Directed a team of 6 in the development and dissemination of comprehensive study materials and support workshops for 2026 BBA cohort students, resulting in a marked increase of 27% in student performance
- Spearheaded bi-weekly tutoring sessions, cultivating an inclusive learning environment for 50+ students

SKILLS, ACTIVITIES & INTERESTS

Languages: Fluent in English, & Hindi, Conversational Proficiency in Punjabi & Urdu

Technical Skills: Microsoft Office (Excel, Word, & Powerpoint), Photopea, Canva, Limited Proficiency in Python

Activities: SCFW Model, Badminton, Schulich Women in Leadership, Schulich Business Tech Association

Interests: Self-Proclaimed Pablo Picasso, Cross Country Running, Digital Art, Meditation, Chess, Jewelry Making