

Nidhi Patidar

Human Resource

A highly motivated and detail-oriented Human Resources practitioner with internship experience at Cloudwapp Technologies and Quantazone. Skilled in recruitment, employee onboarding, HR operations, and data management. Eager to apply knowledge and contribute to the growth and success of a dynamic organization.

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SKILLS

Core competencies: Communication skill, Recruiting and Sourcing , Hiring and Onboarding, Problem-solving skill
Software: Zoho, MSEXcel, MSWord, MSPowerpoint, Canva

WORKEXPERIENCE

Quantazone

Human Resource intern-September, 24 - October,24 (Remote)

- Sourced top Talent on linkedin, indeed and internshaala
- Utilized zoho software for HR operations.
- Maintained candidates data using MSEXcel
- Sharing Assessment to candidates for further process
- Taking Initial interviews, assessing potential candidates.

Linionic

Human Resource Intern-August,24- september,24(Remote)

- Resume screening and shortlisting candidates
- Taking interviews and selecting candidates
- Maintained and managed candidates data using MSEXcel
- Prepared and Shared an offer letter with selected candidates
- Creating a comprehensive onboarding Plan for new hires .

Cloudwapp Technologies Pvt. Ltd , Indore

Human Resource Intern-June,24- August,24(On-site)

- Managed full cycle of Recruitment process from job posting to onboarding
- Sourced candidates and screened resumes
- Conducted initial telephonic interview and assessed candidate fit and let final round of interview with manager
- Collaborated with HR team for further HR operations.

Education

Medicaps University, Indore

Master of Business Administration (MBA)

IN HR and Finance
2023-2025

MataGujri College of Professional Studies, Indore

Bachelor of Business Administration (BBA)

IN Human Resouce
2020-2023

Certification

- HR foundation course by Linkedin
- TCS young edge professional program
- Microsoft work productivity Tool

Extracurricular Activities

- Article writing competition – IIM indore
- Participate in HR quiz competition- IIM Rohtak
- Participation in Global strategy challenge competition- Delhi University