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| **Akansha Dwivedi**  **Specialization:** **HR**  **Mobile: 8806084817**  **Email: catdog2416@gmail.com**  **Permanent Address: Sector-J 193 Aashiana Banglabazar lucknow Uttar Pradesh 226012**  **OBJECTIVE:**  **To obtain a position as a Manager of Human Resources that will utilize my experience, knowledge and skills to fulfill the needs, goals, vision and mission of the company.** |  |

**EDUCATIONAL QUALIFICATION**

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| **Course** | **Year of passing** | **Board/ University** | **Percentage/Grade** |
| **MBA** | 2016 | Bharati Vidyapeeth Deemed University’s IMED | 8.62 |
| **BCA** | 2014 | Babu banarsi das university | 73.33 |
| **XII** | 2011 | ST.TERESAS COLLEGE | 60% |
| **X** | 2009 | LUCKNOW PUBLIC SCHOOL | 50% |

**INDUSTRY INTERFACE (Projects / Internships)**

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|  | **Organization** | **Title of the Project** | **Period** | **Key learning Outcomes** |
| **UG** | **IBM TECH** | **PRISON MONITORING SYSTEM** | **5MONTHS** | **Learned how to work in ASP.NET**  **and how to manage data using this language** |
| **PG** | **HNH GLOBALS PVT LTD** | **JOB SATISFACTION** | **2 MONTHS** | **To understand the JOB SATISFACTION level of the employee** |
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**ACHIEVEMENTS (Academics/ Sports/Competitions/Cultural Events)**

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| Won 1st prize IN DEBATE AT SCHOOL LEVEL.  Hosted in IIPS(Industry institute partnership summit)  Participated in expressions organized by IMED GEMS.  Completed certification in cyber security |

**MAJOR CONFERENCES / SEMINAR ATTENDED & PAPERS PRESENTED**

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| Attended in Conexion’14, Annual Management Conclave on “Culture And Communication: Positioning For Future at Symbiosis Institute Of Telecom Management, Pune.  Attended Marketing forum organized in IMED.  Attended IIPS (Industry institute partnership summit) organized by IMED Bharati Vidyapeeth Pune.  Attended Human Resource(HR) forum organized in IMED. |

**Internship details:**

I have done my internship on the topic of job satisfaction level in HNH GLOBAL PVT LTD. In Lucknow region.

Objective of study:

* To measure the employees job satisfaction level.
* To study the employees perception towards organization.
* To study the attitude of the employees toward their work.
* To identify the factors that motivate employees.

Scope of the study:

* Job satisfaction is an important output that employees work for organization it will reveal the feelings of employees.
* It comprises of extrinsic and intrinsic factors and helps to maintain able and willing work force.
* This report is useful to the management of the company to know the satisfaction levels of employees and they can take measures to increase productivity.

Methods of job satisfaction:

* Questioner
* Personnel interview
* Rating scales
* Critical incidents

Tool used:

Percentage of respondent = no. Of respondentX 100

Total no. Of respondents

Benefits for organization:

* If employee are satisfied it improves the productivity.
* When satisfaction is high absenteeism is low.
* A satisfied worker will always be careful and attentive towards his job, and the chances of accidents will be less.
* Job satisfaction has proved to be major cause of unionization.

**Last Organization:**

**Sun Belt Solutions: 1st MAY 2016- MAY 2017**

Sunbelt Solutions is engaged in Manufacturer, Wholesaler, Trader and Service Provider of Cooking Equipments, Preparation Equipment, Storage Equipment, Refrigeration Equipment, Serving Equipments, etc.

**Roles and Responsibility:**

1. Looking after complete recruitment.
2. Managing office and staff as well
3. Maintaining the attendance
4. Right from sourcing till the on- boarding entire thing managed
5. Looking after the client requirement for different material.

**LAZZARO HR SOLUTION: 22ND MAY-TILL DATE**

At Lazzaro HR we believe that talent acquisition is like solving a jigsaw puzzle; interlocking the best fit to make a picture perfect. At Lazzaro HR we strive to build stronger careers and organizations by amalgamating the best of talents and opportunities.We offer strategic and innovative HR Solutions to mushrooming, established and leading Indian and multinational companies. Our gamut of solutions comprises of Executive / Leadership Search, Middle Level Hiring, RPO Offering, Project Hiring and IT Hiring. Our team consists of professionals with global and cross industry exposure, well connected and experienced with proven track records.

* [Home](http://lazzarohr.com/index.html)
* About Us
* Industry [http://lazzarohr.com/images/fb.png](http://www.facebook.com/LazzaroHRSolutions)  [http://lazzarohr.com/images/linkedin.png](http://www.linkedin.com/company/lazzaro-hr-solutions-pvt-ltd-?trk=company_name)At Lazzaro HR we believe that talent acquisition is like solving a jigsaw puzzle; i

Roles and Responsibilities:

1. Understanding the company requirements and assisting in creating a recruitment plan
2. Reviewing and regularly updating job descriptions
3. Using social media to advertise positions and attract candidates
4. Sourcing and identifying potential candidates using various online databases
5. Managing job openings on job portals
6. Communicating and coordinating with consultants
7. Reaching out to candidates and maintaining a candidate tracker
8. Receiving and reviewing applications
9. Shortlisting candidates and conducting initial screening calls
10. Managing tests and coordinating interviews
11. Regularly following-up till joining
12. Assisting in data analysis and reporting using tools such as Microsoft Excel
13. Supporting the team better results and output working on different clients.
14. Handling a team of 8 members
15. Working on different clients like Blackrock, ESPN Channel, HEXAWARE, ROLTA INDIA, HUGHES

KEC,DELL, GLOBAL VECTRA HELICORP, OGILVY AND MATHER etc

1. Client handling- Global Vectra, Hexaware and ESPN SPORTS
2. In 11 Months till date I have given my organization 24 closures.
3. Done hiring for different locations

**INTERESTS**

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| **Music**  **Badminton**  **Chatting**  **Learning**  **Meeting new people**  **Shopping,**  **Cooking**  **Travelling** |

**DECLARATION:**

I hereby declaire that the information provided by me are of best of my knowledge and acceptance.

Akannsha Dwivedi