

# Shakshi pareek

## PROFESSIONAL SUMMARY

Motivated and responsible B.Com final-year student with strong leadership skills and a passion for Human Resource Management. Known for teamwork, active listening, and taking ownership of responsibilities. Seeking an HR role where I can contribute to recruitment, employee engagement, and office coordination while continuing to grow professionally.

**Phone:**  
8904164268

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m

**Address:**  
chowlugali cubbonpet near  
manak steel Bangalore-02

## EDUCATION

Bachelor of commerce (Bcom) industry integrated course | 2022-2025  
MOUNT CARMEL COLLEGE (Autonomous), Bangalore  
year:2025  
semester IV aggregate :78.33%  
CGPA: 8.24

## INTERNSHIP EXPERIENCE

- intern-patel udyog (manufacturing industry)
- intern-Rathnam skill ( service industry)

## SKILLS

- learning and team corporation
- time mangement
- responsibility and accountability

## STRENGTHS

- positive attitude
- quick leaner
- passion for learning and guiding others

## INTERESTED AREA

- Human resource management
- Recruitment and training
- Emoloyee engagement
- Office administration

## Language

- English
- Hindi
- kannada

## Certificate

- Internship certificates  
Patel udyog  
Rathnam skills
- Tally- basic level

## HOBBIES

- Reading and learning new skills
- helping and guiding people
- participating in events
- listening to motivational talks