

MAHIN YUSUF

CONTACT

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BANGALORE

INTERNSHIP

2SRINNOVATIONS (April28th-july28th)

DESIGNATION: Recruiter Intern

- Identified and sourced potential candidates through various job portals
- Screened and shortlisted candidates as per client requirement
- Scheduled and coordinated interviews directly with client companies
- communicated with candidates to provide job details and resolve queries
- Maintained an updated recruitment database for accurate tracking
- Assisted in creating job descriptions tailored to role specifications
- Contributed to generating over 4 lakhs in profit through successful placement

Certifications

- Microsoft Azure AI Certification
- Miles Education AI Certification

OBJECTIVE

Motivated BBA student with a strong interest in Human Resources and Recruitment, eager to contribute to organizational success through effective communication, coordination, and analytical skills.

Education

- MOUNT CARMAL COLLEGE**
Bachelor 's Degree in Business Administration
Aggregate Percentage- 68%(4 sems)
- PRESIDENCY PU COLLEGE**
CEBA
12th grade-82%
- CLUNY CONVENT HIGH SCHOOL**
State Syllabus
10th Grade-64.64

Technical Skills

- Microsoft Office Suite (Excel, Word, PowerPoint)
- Public Relation
- effective communication
- Teamwork
- Adaptability and Flexibility
- Managing time and Organization
- Leadership qualities

Languages knows

- English
- Hindi
- Kannada
- Urdu

