**ANKIT GOND**

Talent Acquisition Specialist

**Objective**

To optimum utilization of my knowledge and skill, utilize opportunities effectively for professional growth and to contribute in the best possible way for the betterment of the organization and self.

**Skill Highlights**

* Strong Knowledge about the Non-IT Domain
* Proficient in MS office Applications.
* Good Knowledge about the Internet Communication

**Experience**

Hunarmand India Pvt. Ltd.- HR Recruiter- Noida Sec-63 – Sep 2023 To Jan 2024.

* There is start my career in staffing firm as a Non-IT Recruiter,
* Create the Job posting in Multiple Job portals ( Naukri, Linkedin, Shine, Indeed, Job Hai, Work India) & Mass Mailing in Naukri,
* Working in Multiple Domain Non-IT, BPO, Healthcare, Junior to Senior all types Position,
* Create the Simple search & Boolean Search for the find right candidates according to JD,

**Profiles (I have Working on that):**

Business Development, Tender Executive, Process Executive, Staff Nurse, Doctor

**Education :**

**Bachelor of Art – 53% - 2022**

Hiraman Mahatam PG College Deoria Uttar Pradesh

DDU University Gorakhpur

**Intermidiate : 54% - 2018**

Buddh Inter College Kushinagar Uttar Pradesh

**BOARD OF HIGH SCHOOL AND INTERMIDIATE EDUCATION, UTTAR PRADESH**

**High School : 71% - 2016**

B H K Hetimpur Kushinagar, Uttar Pradesh

**BOARD OF HIGH SCHOOL AND INTERMIDIATE EDUCATION, UTTAR PRADESH**

**Basic Computer Certification**

* Course on Computer Concept (NIELIT)
* Pursuing O Level from NIELIT

**Personal Strengths and Key Skills :**

* Posotive, Caring and responsible attitude.
* Self-motivated, Focused and dedicated.
* Able to react quickly and effectively when dealing with challenging situation.

**Personal Profile :**

Date of Birth : 12-August-2001

Maritial Status : Unmarried

Nationality : Indian

Hobbies : Playing Cricket, Mathematics

Contact No. : +91 9170064237

Email-ID : [ankitgond9506@gmail.com](mailto:ankitgond9506@gmail.com)

**Declaration :**

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particular.

**Date :**

**Place : ANKIT GOND**