




# Vanshika Vashist

## General Administration



 Gurugram, Haryana  
122001

 +91 8130563670

 vanshikavashist25@gmail.com

Seeking Training in a thriving organization which could provide challenging and engaging roles & improve existing knowledge and skillset and gain valuable experience preferably in HRM



### Skills

- Team Management
- Strong Work Ethic
- Leadership
- Time management
- Dedicated
- Planning and Coordination



### Education

2020-04 - Current

- **BA: Prog**  
*University Of Delhi - New Delhi*

2020-04

- **12th**  
*Lions Public School - Gurugram*  
GPA: 81

2018-04

- **10th**  
*Lions Public School - Gurugram*  
GPA: 55



### Accomplishments

- Relevant Philosophical , Scientific & Socio Cultural Aspects of Women Development
- Participated in Department of Applied Psychology On Challenges to life style & mental health in Covid Era.



### Languages

- Proficient in both speaking and writing in English, Hindi & Punjabi language