

## RESUME

### **ASHITA MANGESH SAWANT**

25/1302, Shraddha Paramount, Tagore Nagar, Vikhroli (east), Mumbai – 400083

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### **Profile Summary**

A Mumbai University Graduate with BMS in HR and skilled at coordinating with the members of the organization and proficient in speaking English. Seeking opportunities in the field of Human Resource Management.

### **OBJECTIVE**

To be a part of an organization that will optimally utilize my ability, experience and knowledge. To achieve organization goal & provide ample scope for learning and career growth.

### **ACADEMIC QUALIFICATIONS:**

#### **B.M.S (HR), V.K. KRISHNA MENON COLLEGE, MUMBAI UNIVERSITY (2021-2024)**

TYBMS Marks – 7.55%

SYBMS Marks – 6.20%

FYBMS Marks – 7.40%

#### **HSC, V.K. KRISHNA MENON COLLEGE (2020-2021)**

Academic Marks – 74.33%

#### **SSC, ST. JOSEPH'S HIGH SCHOOL (2018-2019)**

Academic Marks – 64.20%

**TECHNICAL SKILLS:**

- Computer typing
- Window 10, Ms -office 2013 (word, excel, PowerPoint)

**SOFT SKILLS:**

- Quick learner
- Hard working

**PERSONAL DETAILS:**

Gender: Female

Date of Birth: 20/08/2003

Nationality: Indian

Religion: Hindu

Language known: Marathi, English and Hindi

**DECLARATION:**

I hereby declare that the above written particulars are true to the best of my knowledge.

**Place:**

**Date:**

Signature

**ASHITA MANGESH SAWANT**