**Saloni Garg**

**09729469379**

**saloni31aug@gmail.com**

Gold medalist in MBA with specialization in human resources; One year’s experience as Trainer with Leap Skills Academy

**PROFESSIONAL** **EXPERIENCE**

Worked as Trainer with Leap Skills Academy for an year

**Key Responsibilities**

* Understanding the current modules on the topics of Language, Communication Skills & Soft Skills and to prepare the sessions with a balanced combination of Conceptual Knowledge and Experiential Learning Methodologies.
* Involved in the revision of content for Business Communication Module according to different levels of students in order to cater to the need of diverse group of students.
* Liaison with ITC for developing content for hospitality module.

**EDUCATIONAL QUALIFICATIONS**

* MBA (Specialization-HR) from Tilak Raj Chadha Institute of Management & Technology in 2014
* B.Com (General) from Mukand Lal National College, Yamuna Nagar with 1st division in 2012
* Senior Secondary (Commerce) from C.B.S.E with 1st division in 2009

**INTERNSHIP**

6 weeks’ Summer Internship with Laurent & Benon Group, Gurgaon

**Key Responsibilities**

* Worked as Guest Relationship Executive in order to maintain cordial relations between the company & the guests.
* Corporate Lunches Project
* Cold calling for PSU Sales

**INDUSTRY PROJECT**

Participated in a live industrial project for a premium apparel and toys retail store (i.e. Colorz)

* Interacted with the customers and prepared the questionnaire for them to assess the need
* Providing suggestions to the retailer on how to increase the average footfall in the store

**ACHIEVEMENTS & CURRICULAR**

* Gold Medalist in MBA (HR) in Kurukshetra University
* Bagged I Prize in “**Strategist”** andII Prize in “**Devil’s Advocate”** at Intercollege Fest, **“Manthan”**, held at Vidya School of Business, Meerut.
* Accomplished I Prize for “**Group Discussion**”, **In-Basket Exercise”** at TIMT, Yamuna Nagar.
* Realized many prizes in Inter School Classical Dancing Competitions.

**(Saloni Garg)**