**Miss. Bhagyashree Vijay Maid**

Flat No. D-202, Narayan Nagar,

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Mobile: 9028736203, 8999448587.  
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**PERSONAL DETAILS:**

* Father’s Name : Vijay Dattatraya Maid
* Date of Birth : 21st April 1995
* Gender : Female
* Nationality          : Indian
* Languages Known : English, Hindi, Marathi and workable French.
* Strengths                     : Composing & delivering speech effectively, effective

                                            Communication skills, effective oratory skills, high learning

Agility, strong grasping power, high ability to pick up new

things, effective people management Skills, Effective

Interpersonal skills, effective management skills, effective

Stakeholder management skills, effective planning skills,

Effective training skills, leadership skills, effective problem

solving & decision making skills.

* Qualities             : Enthusiastic, ready to take challenges, positive attitude,

                                                  Creativity, versatility, honesty, patience, perseverance,

                                                   Discipline, self-motivated, confident, ambitious, etc.

* Hobbies                       : Reading, drawing, dancing, travelling & writing poems.

**EDUCATIONAL QUALIFICATION:-**

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| --- | --- | --- | --- |
| **DEGREE/ COURSE** | **BOARD/UNIVERSITY** | **YEAR OF PASSING** | **% OF MARKS** |
| MBA (HR SEM-4) | Pune | 2017-2018 | SGPA- 9.000 |
| MBA (HR SEM-3) | Pune | 2017-2018 | SGPA- 8.370 |
| MBA (SEM-2) | Pune | 2016-2017 | SGPA- 8.850 |
| MBA (SEM-1) | Pune | 2016-2017 | SGPA- 9.080 |
| T.Y.B.com (Banking & Finance) | Pune | 2015-2016 | 63.16% |
| S. Y. B.com | Pune | 2014-2015 | 61% |
| F. Y. B.com | Pune | 2013-14 | 67.57 % |
| H.S.C. | Pune | 2013 | 69.83 % |
| S.S.C. | Pune | 2011 | 88.55 % |

**ACHIEVEMENTS:-**

* Pursued MBA (HR) with CGPA - 8.810 & Grade A+.
* MS-CIT (Scored 90/100).
* Trophy and certificate in Marathi, Hindi & English Declamation & Elocution Competition.
* Certificate in Football State Level Competition.
* Certificate of Science Talent Search Competition, Certificate of National Science Olympiad.
* Participated in the 21st Annual National Level Conference of M.C.E.A.M (Maharashtra Council of Educational Administration & Management).
* Participated in the International Conference UVACH-2 & delivered speech at the same.
* Tally ERP.9 CCA (Course in Computer Accounting with A+ Grade).
* Student of IED (Institute of entrepreneurship development) and passed the same with distinction.
* Certificate and Trophy in inter college law competition.
* Certificate of Distinction in Vachan Sanskriti Sauwardhan Abhiyan.
* Core committee member for the Management Fest “Ahivyakti-2017”
* Committee member for the Cultural exchange program 2018 under student’s development board of Savitribai Phule Pune University. Certificate in Presentation Competition for the same.
* Won price for poem competition at Abhivyakti 2018.
* Received rewards & recognition, appreciation from senior leaders at work for effective work done.

**INTERNSHIP PROJECT:-**

Project Title: -

1. “A Study of Recruitment & Selection process in the ITES industry”. (Internship at an MNC in Nasik & working with the recruitment team in the HR department for the same).
2. “A study of work life balance of employees”.

**EXPERIENCE:-**

Experience of 1.4 year as a Sr.Executive HR in the training & development department of an MNC in Nasik. The key role & responsibilities are as below:

1. Training needs assessment, analysis.
2. Coordination with stakeholders for trainings.
3. Understanding the challenges of the teams & consulting them with the apt trainings as a solution to overcome their challenges. Also consulting teams with appropriate trainings that best suit the training need.
4. Planning, scheduling & conducting trainings according to the TNA.
5. Allocation of resources (inventory & course materials) for training.
6. Preparing & presenting decks showing the trainings details to stakeholders.
7. Meetings with stakeholders for TNA.
8. Part of e-learning initiative of the organisation (learning & understanding & using the e-learning tools). Also training the employees on the same.
9. Preparation of training database.
10. Getting upskilled & certified on various training modules.
11. Part of various projects. The objective of these projects was to promote employee development & growth.
12. Part of the CSR activity of the organisation.
13. Active member of the committee which aims at empowering the women employees of the organisation.
14. A member of the “The Indian Society For Training & Development”, a national level platform for individuals & institutions involved in training & development.
15. Active member for initiating various extracurricular activities for the employees of the organisation.

**DECLARATION:-**

I hereby declare that above given information is true that based on my knowledge & belief.

Date: 03 / 01 / 2020

Place: Nasik                             **(Miss Bhagyashree Vijay Maid)**