

MADHULIKA TRIPATHI

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OBJECTIVE

Working with an organization so as to be more skilled and proficient in my work and in future I may use those to make an organization work effectively in the Human Resource department.

EDUCATION

Degree	University / Institute Name	Grade / Percentage
PGDM – HR (2020-2022)	Shanti Business School	Completed 59 %
BA . in media studies(2016-2019)	Allahabad University	59.15%
SSC (2016)	National Institute of open schooling	65%
HSC (2014)	Maharshi patanjali vidhya mandir	68.14%

JOB INFORMATION

Had done job in 2 companies after my graduation 1- INDIABBCNEWS(2 MONTHS)

Was appointed as Video editor, Anchor and Voice over artist. 2-SVP PRODUCTION HOUSE (2months)

Was appointed as video editor and after that I left the job for the preparation of MBA.

SUMMER

INTERNSHIP (Graduation)

Video Making/Editing (2018-2019)

Kumbh Mela Police, Prayagraj

Event Management (Jun 2016 - Aug 2016)

Excellence Event and Promotion, Allahabad

Web Department

India tv, Delhi (May 2018 - Jun 2018)

CRIME SPURT (15 March- 15 April)

Worked as a crime reporter.

India tv, Online (Apr 2019 - May 2019)

Had done work in the YouTube department.

SUMMER

INTERNSHIP (Post-Graduation)

Big Basket

6 Months (HR EXECUTIVE)

OTHER INFORMATION



Core Business Competence

- Leadership
- Relationship Management
- Ethical Practice
- ▣ Effective Communication

Professional Certificates

- **Certificates of SBS Konnect**
- **Certificate of Participation in Advance Excel**

Academic Achievements:

- Mahatma Gandhi National Hindi Competition (Ranked 1st)
- Olympiads (NAO Astronomy, NTSE)
- Hold Senior diploma in music school by Government (ranked top 5)

Seminar/Conferences/Workshops Attended/ Delivered

- Advance Excel Workshops attended
- Webinars Attended

Technical Skills

- ☐ **Microsoft Office(Word, Excel and PowerPoint)**
- ☐ **Editing skill (Adobe Premiere Pro, spark , After effects , Audition, Photoshop , Illustration and Light room)**

Extra-curricular Activities

- ☐ Represented my house school in Debate competition
- ☐ Represented my school in drawing competition and secured 1st and 3rd position continuous 2 years
- ☐ Hold Diploma in music .(first division)
- ☐ Represented my house in school in Triple jump and Javelin throw secured 2nd in both
- ☐ Worked in khumbh mela as intern for 4 months in behalf of collage on the position of editor and was awarded by police department head of mela

Honors and Awards

- ☐ Mahatma Gandhi National hindi Competition (Ranked 1st)
- ☐ Awarded medals and shields for inter- debate competition, music sports and drawing during my school days.

Language Proficiency

Language	Proficiency Level
English	Expert
Hindi	Expert
Gujarati	Beginner

Hobbies and Interests

- ☐ Traveling, Drawing, Singing, Reading novels and editing.
- ☐ Avid reader – prefer mainly business magazines and fictions