

B/91 Manharnagar p-1,
Ahmedabad-380024
8200566453
<https://www.linkedin.com/in/chhatbarshivani-aa7790212>
shivani.chhatbar1310@gmail.com

SHIVANI CHHATBAR

OBJECTIVE

Seeking a challenging position as a HR in a well-established company that offers professional growth and ample opportunity to learn.

EDUCATION

MBA, S. K. PATEL INSTITUTE OF MANAGEMENT & COMPUTER STUDIES, GANDHINAGAR

7.18 CGPA in Sem 3,

BE, APOLLO INSTITUTE OF ENGINEERING & TECHNOLOGY, AHMEDABAD

Completed BE in Information Technology with 6.90 CGPA

SKILLS

MS Office

C, C++, Java, Python

Operating System **Windows**

EXPERIENCE

SARJAN WATERTech INDIA PVT. LTD.

HR Executive

Oct 2021 – Feb 2022

Recruitment, Attendance, Managing Employee's Details, Payroll(Excel), Performance Appraisal, Contract Labor, Exit Formalities

PROJECTS

WAY TO WEB PVT. LTD.

July'2017-May'2018

Worked on **DG-Campus** as a live project using Python Programming Language.

S. K. PATEL INSTITUTE OF MANAGEMENT AND COMPUTER STUDIES- MBA

August'2021-September'2021

Working on project **A Study on Work Life Balance at Health care Sector** it is a part of my MBA curricular and my objective of a project is to find the factors that affecting work life balance of Health care workers.

WEBINAR/ACTIVITY Attended a Webinar on **Software Testing** at **STAD Solution**
Coordinator of **Roadies** event Organized by **Apollo institute of Engineering & Technology**
Placement Coordinator of **2021 SKPIMCS - MBA**

CERTIFICATES Smart English Basics for Professionals from **Great Learning**
The Fundamental of Digital Marketing from **Google**
Executive Assistant Skills from **Alison**
Data Visualization using **Tableau** from **Great Learning**
Financial & Digital Literacy from **Learnet Banking Academy**

ACHIVEMENTS Having a certificate of **National level E-quiz on Start-up Ecosystem** organized by **Innovation and Entrepreneurship Department & Swarnim Incubation Center**

REFERENCE Dr. Krupa Mehta
Placement Incharge and Faculty of Management
S. K. Patel institute of Management & Computer Studies-MBA
krupamehta@skpatelmba.org
9724336400