
SIMRAN LOONIA



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OBJECTIVE

To obtain a position in Human Resource Field, where my skills and knowledge can be utilized and appreciated.

SKILLS

Communication
Employee Engagement
Data Management
Employee Relations
HR Policies

EXPERIENCE

JR. EXECUTIVE PEOPLE MANAGEMENT/ UPLERS

Jul 2019 – Present

Managing Employee Lifecycle (Onboarding- Exit). Organizing employee engagement activities along with skill-based training. Involved in data management (Attrition, Probation Review, Attendance, reimbursement).

INTERN - PEOPLE MANAGEMENT/ OCTOS

Jan 2019 – Jun 2019

Onboarding new hires, Managing data for Reviews, Leading engagement activities, Finding HRM Tool and Quarterly Budgeting.

EDUCATION

INTEGRATED MBA

Amrut Modi School of Management

GPA: 2.62/4.33

Major in Human Resource and Finance. Ranked 3rd in Design Thinking across University. I gained market exposure through internships relating to data research and Marketing. I Conducted various research project on Marketing and Finance as well as white-collar crimes. Attended and organized multiple events and workshops.

HIGHER SECONDARY

ST. Kabir

Percentage: 64%

Involved in Extra-curricular competitions relating to Art, I was also a part of Readers club initiated by the British Library.

VOLUNTEER EXPERIENCE OR LEADERSHIP

- Managed Fine Arts club with average 15 members and minimum 200 participants (2017-19)
- Volunteered for teaching photography to partially blind girls (2019)
- I Conducted and organized various creative events, Competitions, and workshops at the University.