



Contact

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📍 Chittorgarh312001, Rajasthan

Computer Proficiency

- MS Office
- RS-CIT
- Tally ERP 9

Language

- Hindi
- English

Skills

- Management Skills
- Planning & Coordination
- Team work
- Leadership
- Time Management
- Employee Relation

HARSHITA INANI

ABOUT ME

I am an outgoing, creative, goal-oriented, and resourceful person with a growing academic hunger. I take interest in HR planning, conflict resolution and societal dynamic to further my skills as an HR.

EXPERIENCE

- Gateway International | Operation department | June 2023 - Present
- WebSenor Infotech | Internship | HR Intern | May 2022 - July 2022

EDUCATION

- | | |
|--------------------------------------------------------------------------------------------|-----------|
| • MBA : Dual Specialization (HR & FINANCE)
Faculty Of Management (PAHER University) | 2021-2023 |
| • B.Com
Meera Govt. Girls College, Chittorgarh | 2018-2021 |
| • Senior Secondary (12th Standard, RBSE)
Govt. Girls School, Chittoragrh | 2018 |
| • Secondary (10th Standard, RBSE)
Ujjwal Public Sec. School, Chittoragrh | 2016 |

CERTIFICATION

- Accounting & Finance
- Art of decision making
- Woman and Gender development cell
- Donation drive
- 13th International conference