

ISHA DESHWAL

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ABOUT ME

I am able to handle multiple tasks on a daily basis and eager to learn new skills and I have experience working as part of team and individually. Even through I take my work seriously, I do have a good sense of humour.

EDUCATION

2022-2024

(MDU University)

Master of Commerce

(MDU University)

2019-2022

(Gurugram University)

Bachelor of Commerce

(Gurugram University)

2017-2019

10th - 12th

(CBSE BOARD)

EXPERIENCE

☆ **Wakefit : HR Recruiter - Internship**

(Roles and Responsibilities) :

- Selecting candidates on the basis of company needs, age criteria, work experience.
- Reviewing their CVs.
- Calling and Mailing Aptitude Test to the candidates.
- Aligning interviews (3 to 4 Rounds).

☆ **Class Edge People Consulting : HR Recruiter - Internship**

- Sourcing candidates from different portals.
- Job posting over various portals like workindia, apnabire, jobhai, naukri.com etc.
- Hiring candidates for different companies like Girnar Care position Customer Support Executive, Motilal and Sons position Relationship Manager, JustDial position Field Sales.
- Aligning interviews.
- Onboarding process.

SKILLS

- Good Communication
- Teamwork
- Active Listening
- Empathy and Understanding

CERTIFICATION

Rank Holder: Second Rank in MDU University

Certificate of achievement:

On behalf of **D.P.G Degree College** for Securing first position there.