

*KRONOS WORKFORCE*

**NAME :- Miss SHALINI MALHOTRA**

**TITLE :- HRIS MANAGER**

**Role :- Responsible for managing and overseeing the corporation's human resource information system**

**PROFESSIONAL EXPERIENCE :-**

**4 YEARS of experience in (COGNIZANT ) Company as HR MANAGER**

**7 YEARS of experience in (TATA MOTORS) as**

**EDUCATION BACKGROUND :-**

- **Graduated from PARUL UNIVERSITY VADODARA (GUJARAT)**

**Passout with aggregate of 7.88 % (2007)**

**Primary school was BRIGHT SCHOOL**

**12<sup>TH</sup> PERCENTAGE :- 73.55% (2003)**

**10<sup>TH</sup> PERCENTAGE :- 81.34% (2001)**

**SKILLS :-**

- **Planning**
- **Troubleshooting**
- **Applying ethical standards**
- **Analyzing**
- **Management**

**CERTIFICATES :-**

- SECURED 1<sup>ST</sup> POSITION IN B.E (COMPUTER SCIENCE) BY SCORING 90.11%
- SECURED 2<sup>ND</sup> POSITION IN CHESS AT THE TIME OF NATIONALS IN GUJARAT

**COMPUTER KNOWLEDGE :-**

- Proficiency in SQL
- MICROSOFT OFFICE