

RESUME

Lavee Taneja

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Career Objective

An energetic HR & Marketing specialization student, eloquent communicator, & amiable personality. My objective is to work in a dynamic environment where I can enhance and use my skills in the organization and motivate team members to achieve personal and organizational goals.

Year	Qualification	Institute	University	Marks
2022-Pursuing	MBA	Maharishi Markandeshwar Institute of Management	Maharishi Markandeshwar University	Pursuing
2018-21	B. Com	RKPG Degree College	CCS University	68%
2018-19	Intermediate	LLRK Inter college	UP Board	69
2016-17	High School	S D Higher Secondary School	UP Board	82.5

Internship

- I worked for the forty five days as a HR and Marketing intern in the **The Leading Solutions** company, NSP, Pitampura, **Delhi**.

Certificate

- Pre-early Bird Certificate ~~ The Leading Solutions

Declaration

- I solemnly declare that all the above information is correct to the best of my knowledge and belief.

Technical Skills	<ul style="list-style-type: none">• MS Excel, Word ,• Power Point presentation
Management Skills	<ul style="list-style-type: none">• Communication skills• Leadership skills

Hobbies	<ul style="list-style-type: none">• Cooking• Travelling
Languages Known	<ul style="list-style-type: none">• English• Hindi

Date-

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