**Leena Bajaj**

CAREER OBJECTIVE

Seeking a challenging environment that encourages continuous learning and creativity providing exposure to new ideas and stimulate personal and professional growth

WORK EXPERIENCE

* Worked as Student Coordinator, in Mother’s Pride Punjabi Bagh, New Delhi.

TECHNICAL/ EDUCATIONAL QUALIFICATION

|  |  |  |  |
| --- | --- | --- | --- |
| **Course** | **Board/University** | **Year of passing** | **Percentage** |
| B.A. Pass | Delhi University | 2010 | 52.2% |
| 10+2 | CBSE | 2005 | 61.8% |
| 10th | CBSE | 2003 | 71.8% |

KEY SKILLS

* Excellent analytical skills & conceptual thinking.
* Good knowledge of MS Office .
* Excellent written and oral communication skills; and
* Excellent problem-solving, time management and organizational skills.

HOBBIES & INTREASTS

* Reading Newspapers, Listening to music, Cooking, Watching action movies & watching movies.

PERSONAL DETAILS

* Date of Birth: 25 Aug 1986
* Marital Status: Married
* Nationality: Indian
* Languages Known: English, Hindi.

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**SPECIALIZATION: Human Resource + Marketing**