



# Vrushali Rajpathak Ratnaparkhi

HR Jarnalist

## PROFILE SUMMARY

I am looking forward for opportunity in the field of Human resource management having experienced in the same domain.

## EDUCATION

- 2013 MBA/PGDM  
Pune University
- 2023 B.Sc  
Pune University

## WORK EXPERIENCE

- Nov 2021 - Present  
HR Jarnalist  
**Synastute**  
I am working here as a HR journalist responsible for pay roll office administration
- Jan 2018 - Dec 2018  
HR Assistant  
**unique developers pvt ltd**  
ISO certification, Tlme managemant, salary processing, statutory compliances

## Projects

- 61 Days  
**Workers Participation In Management**  
Workers Participation In Management

## COURSES & CERTIFICATIONS

- labour law

## PERSONAL INFORMATION

- Email  
vrushalirajpathak1991@gmail.com
- Mobile  
(+91) 7620271638
- Total work experience  
2 Years 6 Months

## KEY SKILLS

- Payroll Management
- Recruitment Management
- Talent Acquisition
- performance appraisal
- hr policy formulation
- employee relations
- statutory compliance
- salary administration

## OTHER PERSONAL DETAILS

- City Pune
- Country INDIA

## LANGUAGES

- English
- hindi

- Marathi