



Pranjal Gupta

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 Sangamner MH

WORK EXPERIENCE

BEKAERT INDUSTRIES PVT Ltd

2024

HR INTERN

- Policy Revamp & Innovation Design: Conducted employee feedback analysis to revamp the Reward & Recognition policy and designed a structured Innovation Award process to foster creativity and motivation.
- Supported HR in onboarding processes, ensuring smooth integration and orientation of new hires into the organization and designed and executed innovative team-building activities and festival celebrations, enhancing workplace collaboration and inclusivity.

KEY COMPETENCIES

Employee Engagement

Human Resources Management

HR Policy

Microsoft Office

Event Co-ordination

Communication skills

Strong interpersonal skills

Proactive and self-motivated

Presentation skills

VOLUNTEERING EXPERIENCE AND PROJECT

Head of Co-ordinating Team

VARCHASVA 2k24

2023-24

- Coordinated Varchasva Intercollege Event: Managed scheduling, resources, and execution to ensure a seamless and successful event.
- Led a Team of 20 Volunteers: Delegated tasks, conducted regular progress meetings, and fostered a collaborative team environment.
- Evaluated Event Success: Collected feedback from 150 attendees and team members, implementing improvements for future events.

Team Lead COVID-19 Awareness Project

2021

- Data Analysis and Reporting: Gathered and analyzed COVID-19 patient data from local authorities and hospitals to track trends and provide actionable insights.
- Community Engagement and Awareness: Organized virtual workshops and webinars for 100+ localities, addressing prevention, vaccination, and community concerns through interactive Q&A sessions

EDUCATION & CERTIFICATIONS

Masters of Business Administration

Majors: Human Resource Management

Amrutvahini Institute of Management and Business Administration

Graduate Bachelor of Science

D.J Malpani Commerce & B.N Sarda Science College Sangamner.

BSc: 8.3 CGPA

CERTIFICATIONS

Post Graduate Diploma in Computer Application

Score - 67.50%

Microsoft Office Specialist

Score:875

LANGUAGES

ENGLISH, HINDI, MARATHI