



## **DIVYA BAWA**

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### **Career Objective**

Motivated and detail-oriented professional seeking a role in Human Resources to leverage strong interpersonal, organizational, and problem-solving skills. Dedicated to fostering a positive workplace culture, supporting employee development, and aligning HR strategies with organizational goals. Passionate about driving employee engagement and contributing to the overall success of the organization.

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### **Education**

<b>Master of Business Administration (Pursuing)</b> Army Institute of Management, Kolkata	<b>2024 - 2026</b>
<b>Bachelor of Arts: Psychology (Hons.)</b> MIT World Peace University, Pune (9.55 CGPA)	<b>2020 - 2023</b>
<b>Higher Secondary</b> Kendriya Vidyalaya No. 2, Delhi Cantt. (84%)	<b>2019 - 2020</b>
<b>Secondary School</b> Army Public School, Narangi Cantt (76.8%)	<b>2017 - 2018</b>

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### **Internships**

<b>Nea Life Pvt. Ltd. (Research Intern)</b> (Pune)	<b>Dec 2022 - Jan 2023</b>
<ul style="list-style-type: none"><li>Analyzed academic resources to develop a personality guide for engineering and MBA students, conducted data collection in colleges, and reviewed literature to identify research gaps.</li><li>Produced content for events and workshops, designed presentations, participated in team meetings, and conducted ethical fieldwork to gather high-quality data.</li></ul>	

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### **Research Experience**

#### **MIT World Peace University, Mar 2023**

- Conducted a Dissertation on Correlational study between burnout, workplace stress and job satisfaction among primary school female teachers during covid 19.
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## **Certifications**

- Completed Certificate Course in Management Essentials from IIM Shillong.
- Completed Certificate Course in Industrial Psychology from Psychogenic Modeling.
- Completed Certificate Course in Clinical Psychology from Fortis Care Health Ltd.
- Consumer Psychology.
- Psychiatry.
- Pursuing HRM Strategy Execution from IIM Ahmedabad.
- Pursuing Advanced Excel from IIT Madras Pravartak.
- Pursuing HR Analytics from Sri Balaji University, Pune.
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## **Roles and Responsibilities**

- Coordinator of Rural Immersion Program in MIT WPU, Pune (October 2022).
- Designated as Event Operations Head for Dhruv a National Level Quiz Competition 2025.

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## **Technical Skills**

- Microsoft Office.
- Canva Designing.
- Social Media Marketing.

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## **Soft Skills**

- Communication (Verbal, Written and Active Listening).
- Research.
- Leadership (Decision-making and Delegation).
- Interpersonal Skills (Collaboration and Relationship Building).
- Critical Thinking and Problem Solving.
- Adaptability and Flexibility.
- Emotional Intelligence.

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## **Interests**

- Sports (Badminton, Athletics).
- Travelling.
- Music (listening and playing synthesizer).
- Calligraphy.

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## **Languages**

- English.
  - Hindi.
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