

**MONICA TARACHAND SOLANKI**

**Email ID: [Monicasolanki12345@gmail.com](mailto:Monicasolanki12345@gmail.com)**

**Mobile no: 9967703026**

## **CAREER OBJECTIVES**

**A professional with Human Resource Generalist, Recruitment, Employee engagement, Exit interviews and all kind of HR Analysis. Exceptional communicator with ability to build professional relationships with employees, Considerable experience in Human Resource Management Background includes managing technology and non- technology recruitment, strategizing sourcing, planning and implementation of Policies.**

## **PROFILE SUMMARY**

**2.5 +Year of experience in HR Activities.**

## **HR SUPPORTING ACTIVITIES**

## **Recruitment / Selection /Induction**

- Involved in the Complete Recruitment life cycle.
- Involved in head hunting against specific requirement.
- Responsible for campus interviews, co-ordinations with all college and with technical institute.
- Responsible for bulk hiring.
- Actively handled recruitment and selection of profiles through Job portals, consultants, references, data bank and Head Hunting. Excellent to handle different portals (i.e.Naukri.com, Timesjobs.com, Monster.com, Shine.com, LinkedIn).
- Coordinating with the prospective candidates and Client for scheduling interviews.

## **EMPLOYMENT SCAN**

**Company Name: parc kalite Consultant**

**Period: 8<sup>th</sup> March 2021 - present**

**Designation: Hr recruiter**

### **Educational Qualification**

<b>Qualifications</b>	<b>Institutions</b>	<b>year</b>	<b>Percent</b>
<b>M.com</b>	<b>Shankar Narayan college</b>	<b>October 2020</b>	<b>70%</b>
<b>B.com</b>	<b>Shankar Narayan college</b>	<b>March 2018</b>	<b>73%</b>
<b>HSC (commerce)</b>	<b>Shankar Narayan college</b>	<b>Feb 2015</b>	<b>74%</b>
<b>SSC</b>	<b>Saraswati vidhyalaya school</b>	<b>March 2013</b>	<b>60%</b>

### **Personal Details**

**Date of Birth : 23rd feb,1997**

**Address : 505, Ujjwal heights, New Golden Nest, Bhayander (East) PIN-401105**

**Fathers Name : Tarachand Solanki**

**Marital Status : unmarried**

## **Declaration**

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

**DATE : 02-10-23**

**PLACE : Bhayander**