

Aashish Vilasrao Gadhave

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Professional Synopsis:

- 1. Company Name: Rajani Health Care Products ,**
Jejuri Job Profile: HR Recruiter
Duration : 02/01/2021 to 14/08/2021
Work profile : Worked as HR Recruiter

Key Responsibilities:

- Experience in monitoring all recruitment activities for organization.
- Designing and updating job descriptions.
- Sourcing candidates through various online portals.
- Recruiting candidates for production, Lab and operators.

- 2. Company Name: AVAPS TECH, Pune**
Job Profile : HR recruiter
Duration : 01/09/2015 to 28/02/2020
Work profile : Worked as HR recruiter

Key Responsibilities:

- Sourcing candidates through various online portals.
- Designing and updating job descriptions.
- Recruiting candidates for development , designing, testing profile.
- Maintaining employee's records.

- 3. Company Name: Samir Food Products, Pune**
Job Profile: System Admin / HR recruiter
Duration: 03/04/2013 to 30/05/2015
Work profile: Worked as system admin and HR recruiter.

Key Responsibilities:

- Installation and maintenance of computers.
- Installing and updating software.
- Troubleshooting hardware and software issues.
- Sourcing candidates through various online portals.
- Designing and updating job descriptions.

Summary :

- 5.2. Years of Experience in IT recruitment.
- 2.2 Years of Experience in System Admin and HR recruiter
- Experience in Social media marketing.
- knowledge of C, C++, HTML, Word press,
- Basic Knowledge of Web Development and designing.

Academic Credentials:

Name	Year of Passing	University	Remarks
Diploma (IT)	2011	Pune University	1 st Class
H.S.C	2008	Maharashtra Board	2 nd Class
S.S.C	2006	Maharashtra Board	2 nd Class

Personal Details:

- Name : Aashish Vilasrao Gadhave
- Gender: : Male
- Marital Status : Single
- Date of Birth : 16/04/1991
- Languages : Marathi ,Hindi ,English.
- Current Address : A/P- Katraj, Flat no.101, Savali Enclave, Varkhadenagar, Pune. Pin : 411046
- Permanent Address : A/P- Jejuri (Lavthaleshwar area),Tal-Purandar, Dist.- Pune, Pin : 412303

Date :
Place :

Yours Sincerely
(Aashish V. Gadhave)