

## **RESUME**

**MONIKA SANJAY GADHAVE**

**Email ID: monikagadhav11@gmail.com**

**Mobile no. 7741087567**

### **OBJECTIVE: -**

Intend to build a career in an environment, which will help me to enhance my potential and to undertake challenging assignment for learning new things.

### **ACADEMIC: -**

- 2020-2022: **Master of Business Administration (MBA)** in **(HR & FM)** from G.H. Rasoni Institute of Management & Research, Nagpur (Affiliated to RTMNU)  
**Result: 70.16%**
- Completed **Bachelor of Commerce (B.Com)** from R. S. Mundle Arts & Commerce Collage, Nagpur (Affiliated to RTMNU) in the year 2017 – 2020.  
**Result: 64.44%**
- Completed **H.S.S.C** from LAD Collage, Nagpur in the year of 2017  
**Result: 67%**
- Completed **S.S.C** from Bhide Girls High School, Nagpur in the year 2015  
**Result: 67%**

### **TECHNICAL SKILL:**

- MS-CIT
- Excel
- Tally

#### **CERTIFICATION & EXPERIENCE: -**

- Completed 45 days of internship at Sath Outsourcing Services Pvt. Ltd. as a HR Recruiter.
- Completed 3 Months Internship at MASCOT MOTORS as an assistant accountant.

#### **STRENGTH: -**

- Good Communication and leadership skills
- Quick learner with positive attitude

#### **PERSONAL INFORMATION: -**

- Father's name : Sanjay Gadhave
- Mother's name : Kalpana Gadhave
- Date of birth : 13.05.1999
- Nationality : Indian
- Language : English, Hindi, Marathi
- Marital status : Unmarried
- Hobbies : Reading, Writing
- Permanent Address : Ganeshpeth colony near agyaram devi temple, Nagpur-440018

I Monika Gadhave hereby declare that the above information furnished is true to the best of my knowledge and belief.

Date:

Place: Nagpur.