

EDUCATION

MBA, Marketing and Hr

P. R. Pote Patil Collage Of Engineering And Management
Amravati

2020 - 2022

CGPA: 9.10/10

Bachelor of Science (B.Sc), Biological Science

GOVT VIDARBHA INSTITUTE OF SCIENCE AND HUMANITIES

2016 - 2019

Percentage: 60.00%

Senior Secondary (XII), Science

MAHARASHTRA STATE BOARD OF SECONDARY AND HIGHER
SECONDARY EDUCATION board

Year of completion: 2016

Percentage: 56.00%

Secondary (X)

MAHARASHTRA STATE BOARD OF SECONDARY AND HIGHER
SECONDARY EDUCATION board

Year of completion: 2014

Percentage: 72.00%

TRAININGS

Business Communication Skills

Internshala Trainings, Online

Feb 2023 - Feb 2023

Topics Learned: Essentials, Application Process & Workplace
Communication

Advanced Excel

Internshala Trainings, Online

Jan 2023 - Feb 2023

Topics Learned: Formulas, Functions & Advanced Concepts

Advanced Human Resource Management

Internshala Trainings, Online

Dec 2022 - Jan 2023

Topics Learned: Labour Laws, Disciplinary Procedures & HRIS
Project Completed: Recruitment & Salary Structure

Human Resource Management

Internshala Trainings, Online

Nov 2022 - Dec 2022

Topics Learned: Training, Recruitment & Manpower Planning

Human resource specialization

Internshala Trainings, Online

Nov 2022 - Aug 2023

PROJECTS

Recruitment & Salary Structure

Jan 2023 - Jan 2023

https://trainings.internshala.com/uploads/advanced-human-resource-management-hrm-specialization/uploads/projects/v_1/2998064/63d8962995a1c.zip

Identified sources of recruitment, defined key competencies for a role, designed salary structure, and calculated employees' TDS & in-hand salaries in this project.

SKILLS

Recruitment

Intermediate

Training And Development

Intermediate

HR Analytics

Intermediate

Compensation management

Intermediate

Labour laws

Intermediate

Statutory compliances

Intermediate

Human Resource Information System (HRIS)

Intermediate

MS-Excel

Intermediate

English Proficiency (Spoken)

Intermediate

English Proficiency (Written)

Intermediate