**Piyusha Patil**

Date of Birth: 01-06-1995

Residential Address: Shridhar Nagar, Near link road, Chinchwad,

Pune, 411033, Maharashtra.

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Gender: Female

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**Objective**

Actively searching for a position as a Training coordinator in a manufacturing/IT company, where I can use my knowledge and experience of a Training coordinator to become an HR professional. I wish to contribute towards the goals of an organization through my creativity, skills and smart work.

**Work Experience**

**Name of the organization:** Sandvik Asia Pvt Ltd

**Designation:** Apprentice

**Duration:** 1 Year (September 2016 – August 2017)

**Achievement:** Received a good suggestion award.

**Role and Responsibilities:**

* Attended workshops, and participated in many learning opportunities.
* Observed health and safety procedures.
* Updated work logs.
* Ordered replacement parts and equipment as needed.
* Learned from the Master electrician tried to solve the breakdowns.
* Prepared hard disks for various machines

**Summer Internship**

**Name of the organization:** VibrantMinds Technologies

**Designation:** HR Intern

**Duration:** 2 Months (17th June 2020 – 17th Aug 2020)

**Role and Responsibilities:**

* Prepared JD’s for various positions
* Posted various jobs on social media platforms
* Prepared a questionnaire for the survey from the perspective of corporates.
* Learned to create backlinks
* Learned various tools of editing, like – poster my wall, canva
* Wrote number of articles on Quora

**Certifications**

**Name of the Certification:** Writing professional Emails in English

**Issuing Organization:** Coursera

**Credential ID:** ZX7A426VL465

**Name of the Certification:** Knockdown the lockdown

**Issuing Organization:** TCS iON

**Credential ID:** 5-6796693-1016

**Educational Qualifications**

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| --- | --- | --- | --- | --- |
| **Course** | **Institute/College/School (University/Board)** | **Subject / Area** | **Percentage/ CGPA** | **Year of passing** |
| MBA | Institute of Management Education Research and Training, Pune | HR | 73.44 | 2020 |
| ENGINEERING | Terna Public Charitable Trust’s College of Engineering, Osmanabad | Electronics and  Telecommunications | 67.93 | 2016 |
| HSC | Shripatrao Bhosale Jr. College, Osmanabad | SCIENCE | 66.83 | 2012 |
| SSC | Shripatrao Bhosale High-School, Osmanabad | - | 82.00 | 2010 |

**Project**

**Duration:** 1 Year (June 2015 - July 2016)

**Project title:** “Energy Management System”

**Objective:** Studied and implemented how the electricity can be save.

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**Extracurricular activities**

* Completed MS-CIT
* Completed ‘C’ Language course
* Participated in National Level event ‘OLYMPUS’ 2K14-15 at Pandharpur.