

R RIDHI

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MBA candidate with a strong foundation in Human Resource Management. Possesses hands-on experience in talent acquisition and employee engagement. Proven track record of contributing to recruitment processes, employee onboarding, and HR project management. Seeking to leverage practical experience and academic knowledge to contribute to dynamic HR teams and foster organizational growth.

INTERNSHIP

HR Intern

05/2023 – 06/2023

First Meridian Business Services Ltd

- Developed 34 employee engagement posters for training on soft skills and leadership.
- Analysed feedback and improved assessment centre resources.
- Delivered PowerPoint presentations on communication, team-building, and interpersonal skills.

06/2022 – 12/2022

Dhandapani Spinning Mills Ltd

- Conducted interviews and sourced candidates for internship roles.
- Created offer letters and managed onboarding documentation.
- Coordinated team schedules and recruitment tracking.

EDUCATION

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|---|----------------|
| • Master of Business Administration (HR Management)
<i>Jain University, Bangalore</i> | 2023 – Present |
| • Bachelor of Business Administration
<i>Jain University, Bangalore</i> | 2020 – 2023 |
| • 12th Commerce
<i>The Indian Public School, Erode</i> | 2018 – 2020 |
| • 10th
<i>Thangam Mount Litera Zee School, Salem</i> | 2016 – 2018 |

HARD & SOFT SKILLS

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|----------------------------|-----------------------|
| • Talent Acquisition | • Employee Engagement |
| • Recruitment & Selection | • Leadership |
| • Candidate Screening | • Power BI |
| • Onboarding & Orientation | • Excel |

COURSES AND CERTIFICATIONS

- **Talent Acquisition** – HRCI
- **Copilot for Power BI** – Microsoft
- **HR Management** – University of Minnesota
- **HRIS** – Udemy
- **Crafting Realities: Work, Happiness, and Meaning** – IIMBx
- **POSH Masterclass** – CHRMP
- **Generative AI for HR** – CHRMP
- **Competency Mapping** – TV Rao Learning Systems
- **Behavioral Interviewing Skills** – TV Rao Learning Systems

ACHIEVEMENTS & AWARDS

- **Winner – Udyamita 2023** (Business Model Competition)
- **Top 25 Teams – India Sustainability Startathon 2023**
- **Best Paper Award** – Recognized for outstanding academic presentation
- **Toastmasters International** – Completed Level 1 & Pathways 2–3
- **Presented Research Paper** on *Impact of Social Media on Youth* at HR Conclave 2020 – *Together Towards Tomorrow*