

# Priyanka Sharma

**Seeking a challenging and rewarding opportunity in the area of Administration, to evolve into a smartwork and sincere profession, contributing to the success of your organization and at the same time enhance my knowledge, abilities and develop my managerial and interpersonal skills.**

New Delhi, Delhi

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8580643536

Willing to relocate to: Patel Nagar, Delhi, Delhi - Dwarka, Delhi, Delhi - Noida, Uttar Pradesh

## Work Experience

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### **HR Recruiter**

It company

March 2019 to August 2019

## Education

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### **MBA (HR)**

Rayat Bhara University Chandigarh

## Skills / IT Skills

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Recruitment, hardworking, responsible, Quick learner,, Management (Less than 1 year), Microsoft Office, Tally, (1 year), Payroll Management

## Additional Information

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I have done Diploma of Computer in June ,2018.

I have done HR Generalist ( Payroll management) course.