

# RIDHIMA ARORA

## CONTACT

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## PERSONAL DETAILS

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Date of Birth : 24.09.2000  
Nationality : Indian

## SKILLS

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Leadership skills  
Team player  
Communication skills  
Presentation skills  
Technical skills (basic knowledge of computer )

## LANGUAGE

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English  
Hindi

## OBJECTIVE

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To work in an environment which encourages me to succeed and flourish professionally where I can avail my competency and education appropriately.

## EXPERIENCE

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27 July  
2021 - 13  
November  
2021

### TGS The Global Skills

HR recruiter ( Training)  
Sourcing potential candidates from various online channels (e.g. Naukri , Indeed, Hrist , linkedin)  
Scrutiny of incoming resumes and application forms.  
Collaborate with managers to identify future hiring needs.  
Act as a consultant to new hires and help them onboard.

May 2020  
- July  
2020

### 3SRConsultancy

Brand and talent management  
Managing and hosting live channel "DIGI शिक्षा" of 3SRConsultancy

May 2020  
- July  
2020

### Youth empowerment foundation

Human Resource (HR)  
Worked as an HR to recruit fundraising interns for the organisation

June  
2019 -  
July 2019

### Hindustan Unilever

Business development  
Worked as sales intern to sell Pureit RO

## EDUCATION

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2018-  
2021

### United College of education (Affiliated to GGSIPU)

Bachelor's in business administration  
8 CGPA

2018

### D.A.V Public School sec 49 Faridabad

Senior secondary education  
74%

2016

### St. Peter's School sec 16 Faridabad

Higher education  
7 CGPA

## PROJECTS

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### Edushala

Working as an assistant manager in kind Beings ngo

## ACHIEVEMENTS & AWARDS

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Excellence certificate in completion of Campus to corporate modular series by 3sr consultancy

Excellence certificate in "Connect with work" workshop by Barclays and Rubicon