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| Profile Aim to work as an Admission counsellor/Pro/Coordinator/Centre Head/Senior HR professional. I have worked in a number of production houses and BPO’s, One Institute, I am experienced in coordinating multiple activities that are needed to make a successful organization.  I am a highly creative person and will use these skills to contribute to the growth of the organization. Contact PHONE:  98922 40526, 9137748215  LinkedIn:  <https://www.linkedin.com/in/himani-gupta-84599819/>  EMAIL:  [hghimgul@gmail.com](mailto:hghimgul@gmail.com) Achievements  * Dance Student in Shiamak Davar's Institute of performance & Arts” (SDIPA) Intermediate advance. * Won the Miss Agra Runner up in the year2004.  Technical Skill: |  | Himani Purohit Admission Counsellor/Coordinator/Center Head/HREDUCATIONB.I.S (Hons) - [2003] GGSIPU University  Division – First SSC (Science) – [1999] CBSE Board  Division – Second HSC (Science) – [1997] CBSE Board  Division – First Work Experience  * Worked in Xeviers Institute of Management Studies as Recruitment Consultant.(march 2020). * Worked in **Irobokid**as a center Manager come counsellor.   (June 2019 - Oct 2019).   * Worked in **Narayana e-techno** as an admissions counsellor, Mumbai. (oct 2018 –May 2019). * Worked in **TreeHouse** as a Centerhead (2015 - 2017). * Experience with **Global djs** as a center head & Sr.Counsellor (2011 - 2012). * Worked with First Call Center India as a Counsellor in Delhi (2006). * Worked with **HCL Noida** for 2.5 years (2003 - 2005) as a technical support officer. Responsible to lead the team and provide technical support to the team members. * Moved to the **TV/Entertainment industry** coordinating creative roles with business roles. By the very nature, this activity is project oriented giving me a chance to work with six different production houses. * Associate EP with B.A.G . Films (as a trainee for the TV serial "Kumkum"). While at B.A.G. Films, I have done Theatre with Nadira Zahir Babbar. Joined the group workshop in December 2006. Acted and assisted in three plays. (1 st Nov 2006-dec 2006) * Administrative Executive with **Eros Multimedia**. I was involved in the coordination for the release of the film "Eklavya" including launch events, DVDs, CDs, Song promos etc. (2 nd Jan 2007-1 st Dec 2007) * Worked as Associate Creative Head with **Taurus Videos**in show “Ek Chabhi hay Padoss mein”. Mainly involved in scripting, execution of channel feedback over the shoot, dubbing of artists, visiting shoot for briefing directors for some special scene. Also involved in the choreography of a holi dance sequence etc. (18th july 2008 - 31st ay 2008) * Worked as Associate Creative Head with **Creative Eye**in show “Maayka”. I was involved in the story, execution of feedback from channel over the shoot, visit shooting, briefing to the director, costume requirement for special sequence, creating promos with the help of writers, sitting on edit for the final episode, music. etc. (july 2008 - Dec 2008) * Worked as Associate Creative Head with Creative Eye in show “Betiyaan”. I was involved in the story, execution of feedback from channel over the shoot, visit shooting, briefing to the director, costume requirement for special sequence, creating promos with the help of writers, sitting on edit for the final episode, music etc.(Jan 2009 - Jun 2009) * Worked as Associate Creative Head with DJ’s Creative Unit for a New show on sony “Baathamaripakkihain, Set up the show for 3 months (2010). |