

Sr no: 15649

18th June 2025

## **INTERNSHIP**

## **COMPLETION CERTIFICATE**

### **To whomsoever it may concern**

This is to certify that Settupalli Karthik has successfully completed internship as HR recruiter at **Ananta Resource Management**. Responsible for Interns Hiring, Calling the Candidates, scheduling their Interviews with Team Leader/Interviewer and Involved in Hiring Process. During internship improved skills in team management, presentation, technical presentation, portals, communication skills etc. Also we have been provided exposure of Microsoft365 (MS Team, Microsoft to do, MS Outlook and MS One Note) and also worked overall on ATS.

Internship details are as below:

Designation – HR Recruiter Intern

Period – **From -01 May-2025 to 14-June-2025**

Hours worked- 360 hours

Effective working days (8 hours per day)- 45 Days

Work Profile: Calling the Candidates, Screening and Shortlisting of resume, coordination with Team Leader & Candidates.

During internship worked sincerely in Ananta resource management and performed good. We wish Settupalli Karthik all the success and bright future in life ahead.

For Ananta Resource Management Pvt Ltd.

**MUKESH** digitally signed by  
MUKESH SOLANKI  
**SOLANKI** Date : 18th June 2025

CA Mukesh Solanki  
(Director)



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