

MONICA SINGH

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CAREER OBJECTIVE:

I want to work with an organization that can give me ample opportunities to grow so that I will be able to help in the growth of that organization and will be able to enhance my skills and my capabilities.

EDUCATIONAL DETAILS:

Name Of Examination	Passing Year	Board/University	Specification
MBA	2021	Sagar Institute of Science and Technology (Barkatullah University)	Finance & Human resource
B.com	2019	St. John's College (Dr Bhimrao Ambedkar university Agra)	Commerce
12th	2016	CBSE	Commerce+ Math
10th	2014	CBSE	----

CERTIFICATION:

- Digital marketing by Google digital unlocked.
- Excel crash course by corporate finance institute (CFI).

INTERNSHIPS:

- ☐ One month live project internship at TDG- Partners.
- ☐ HR internship at Ananta Resource Management.
- ☐ 2 Month internship at Work India for hiring Blue Collars.

EXPERIENCES:

- Talent Acquisition Executive at Teleperformance (sep 2021 to april 2022)
 - ☐ accessing various job portals for job posting and sourcing the candidates
 - ☐ performing reference and background checks
 - ☐ performing in-person and phone interview with the candidates
 - ☐ involved in end-to-end recruitment

WORKSHOP OR TRAINING:

- 4 days training on employability skills
- Ethical dilemmas in leadership
- Analyzing top 30 large cap stocks of Sensex
- Mechanics of financial market with live trading session
- Training on business intelligence

PERSONAL DETAILS:

Date of Birth	: 16 th November 1998
Father's Name	: Mr. Ajay Singh
Mother's Name	: Mrs. Nisha Singh
Marital Status	: Single
Gender	: Female
Nationality	: Indian

I hereby declare that all the information furnished above is true and accurate to the best of my knowledge.

Place:

Date:

(Monica Singh)