**RUCHI**

**10-D, POCKET 3, MAYUR VIHAR PHASE 3, DELHI-110096**

**CONTACT DETAILS: 7065145315,9953938229**

**E-MAIL ID:ruchibm93@gmail.com**

* **CARRER OBJECTIVES:**

To work in a firm with a professional work driven environment where I utilize and apply my knowledge, skill and abilities which would enable me as a fresh graduate to grow and in return I would be able to fulfil the organisational goals and objectives with the vision of creating the organisation to prosper to its level best.

**BASIC ACADEMIC CREDIANTIALS:**

**QUALIFICATION UNIVERSITY PERCENTAGE**

|  |  |  |
| --- | --- | --- |
| BTECH(MECHANICAL)  (2011-2014) | GAUTAM BUDDHA UNIVERSITY | 7.34(CGPA) |
| MBA(HR &MARKETING)  (2014-2016) | GAUTAM BUDDHA UNIVERSITY | 7.13(CGPA) |
| SENIOR SECONDARY(12TH) | BAL BHAVAN PUBLIC SCHOOL | 70.45% |
| HIGH SCHOOL(10TH) | BAL BHAVAN PUBLIC SCHOOL | 94.5% |

**EXPERIMENTAL LEARNING: (SUMMER INTERNSHIP TRAINING)**

**COMPANY NAME: NATIONAL THERMAL POWER CORPORATION (NTPC), BADARPUR(2012)**

**PROJECT TITLE:**  Detail study of boiler maintenance division (BMD), Turbine maintenance division (TMD), Water treatment plant, coal handling system Ash handling. In 2013, in SAIL detail reports on furnace heating, heat treatment process, iron ore extraction etc.

**COMPANY NAME: KOTAK MAHINDRA BANK, GURGAON (2015)**

**PROJECT TITLE:** Research areas in Recruitment and Selection , Performance Appraisal.

**PROJECT DURATION:**  6-7weeks

**IT PROFICIENCY**

1. Very well crafted and handy on Microsoft word, power point, excel, access.

2. Basic computer language: C, C++, CORE JAVA, HTML, XML

3. Design software: AUTO CAD, PRO E, CNC PROGRAMMING (LATHE MACHINES), SOILD WORKS

**SKILL SET**

1. Very efficient in communication (in English) along with negotiating abilities.
2. Ability to work in synergy along with team working under projects.
3. Good in decision making abilities and work under pressure.
4. Good knowledge in market analysis and efficient in manpower handling.

* **CO-CORRICULAR ACTIVITIES/ACADEMIC ACHIVEMENTS:**

1. 1.1st prize in Apsara handwriting competition and TATA YOUNG GENIUS COMPETITON, participation in BOURNVITA QUIZ CONTEST.
2. Consolation prize in debate on “INTERNET THREAT” SPONSORED BY MOTHER DAIRY.
3. 2ND PRIZE IN fine arts and speech oratory in AKHIL BHARTIYA HINDI ACADEMY.
4. CONSOLATION PRIZE in clean India campaign by Delhi Govt.
5. In Engineering, 1st prize in HYDRAULIC ARM BUILDING in college fest in I –TEC.
6. A successful event manger in college fest including ABHIVYJANA, ECO KART etc.

**PRESENT STATUS:**

Pursuing MBA from Gautama Buddha University. Taking core areas of human resource management (HRM) and also marketing in the specialisation (passing year 2016)

**PERSONAL DETAILS**

**GENDER:** FEMALE

**NATIONALITY**: INDIAN

**DATE OF BIRTH**: 01/07/1993

**FATHER NAME:** BINAY KUMAR

**LANGUAGES KNOWN**: ENGLISH, HINDI, AND SANSKRIT

**DECLARATION**

I herby confirm that above mentioned information is true to my knowledge and belief.

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**DATE:** 4/03/2016 **RUCHI**