**Curriculam Vitae**

**SHABANA BANO**

E-mail: Shabanabano865@gmail.com

Phone:+91-7838329822

**Career Objective:**

To be associated with a progressive organization driven by vision and through continuous enhancement of knowledge, which can provide me with adynamic work sphere to extract my inherent skills as a Professional,use and develop my aptitude to further the organization’s objectives and also attain my career targets in the progress.I believe in rendering my best services through hard work and perseverance for the growth of the organization.I seek a career not merely a job.

**Academic Qualifications:**

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| --- | --- | --- |
| **Course (Stream)/Examination** | **Institution/University** | **Year of Passing** |
| Xth (CBSE) | Bal Niketan Public School | 2007 |
| XIIth (CBSE) | Bal Niketan Public School | 2009 |
| BBA (Graduation) | Jamia Hamdard University | 2012 |
| MBA (Post-Graduation) | Institute Of Marketing Management (Specialization In Hr & Finance) | 2014-16 |

**Summer Internship:**

**Organization:** noble souls,saket

**Tenure**: 6weeks.

**Project Title:** Hr Policies

**Highlights:**

* Making policies
* Analyse the person resume

**Experience**

I have 5 month experience as a it recruiter from Sonyo Management Consultant

**IT Skills:**

* Intermediate of computer knowledge

**Key Skillttributes:**

* Good learner
* An Honest, Punctual, Enthusiastic and Hard working personality.
* Dynamic And Assertive.
* Good communication skill

**Interests:**

* Social work
* Watching T.V
* Singing a Song
* Travelling

**Personal details**

**Date of Birth** : 27th March 1991

**Gender**  : Female

**Nationality** : Indian

**Address**: D/1/228 Sangam Vihar(South) New Delhi - 110080