Resume

**Vidya Tiwari**

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247c Mangla Vihar 1st Kanpur

# Career Objective

* A profession with a creative and challenging environment.
* A profession with opportunity to exercise interpersonal skills and learn.

# Work Experience

**Kotak Life Insurance as Management Trainee** Sep 2021 to Present

**Role:**

* + Worked as Management Trainee.
  + Recruit candidate for kotak life insurance from different college drives.
  + Hiring best and right candidate for the company.
  + Full filling internal requirement, working with Hiring Manager, Understanding and scheduling interviews.
  + Worked closely with new candidates and give training to them.

# Key Skills

* Knowledge of Recruitment.
* Good communication.
* Knowledge of HR workings.
* Good problem-solving skills.
* Quick learner.
* Exceptional presentation and interpersonal skill.
* Ability to work in a team as well as individual.

# Computer Knowledge

* Basic use of MS office.

**Internship**

* Worked as a campus ambassador in Internln.
* Worked as a campus ambassador in ISP 19 Program.

# Education

* M.B.A. from Kanpur Institute of Technology with 74% Marks in 2021.
* B.Sc. from CSJM University in 2019 with 56% marks in 2019.
* 12th (Science) from UP board with 78% marks in 2015.
* 10th from UP Board with 83% marks in 2013.

# Certificates

* Internship certification from Internln.

# Hobbies

* Listening to music
* Travelling
* Spend time with my pets.

# Extra-Curricular Activities

* Presentation on Budget pe Charcha.
* Actively participated in AD-MAD show.

# PERSONALINFORMATION

**Name** : Vidya Tiwari

**Date of Birth** : 5-August-1998

**Hometown** : Kanpur Nagar

**Father’s Name** : Late Awadhesh Tiwari

**Gender** : Male

**Languages Known** : English and Hindi

**Nationality** : Indian

# Declaration

I hereby declare that all the information provided above is correct to the best of my knowledge.

**Date: Signature**

**Place: Kanpur (Vidya Tiwari)**