

VANSHIKA

Contact

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9991557131

119/ L new colony, near gupta nursing home, Palwal -121102

Software/ Tools

1. Packages: Microsoft office 60%
(word, powerpoint, excel, outlook)
2. Advanced excel 3. Worked on
SAP - version S4 Hana

Languages

1.English 2. Hindi

OBJECTIVE

To work in an organisation which provides me with ample opportunities to enhance my skills and knowledge along with contributing to the growth of the organisation.

EXPERIENCE

DASitek Softwares Pvt Ltd

HR specialist

1. Managing the recruitment and selection process.
2. Develop and monitor overall HR strategies, systems, tactics and procedures across the organization.
3. Nurture a positive working environment.
4. Onboarding new comers to the company.
5. Managing company staff, including coordinating and supporting.
6. Fun Activities with team to boost up their energy level during work.

Veerwal Getwork pvt. Ltd.

Talent acquisition executive - Intern

1. I am responsible for sourcing, attracting, interviewing, hiring and onboarding employees in a company.
- 2.The long-term goals of an organization and acknowledge that people play a huge role in a company's future successes.
- 3.Employer branding, future resource planning, diversifying a company's labor force, and developing a robust candidate pipeline are the cornerstones of talent acquisition.
4. long-term strategic effort to seek out qualified candidates, cultivate relationships, and ultimately convince those candidates to bring their skills and expertise to our company.

EDUCATION

MDU, Rohtak

MBA

Maharishi Dayanand University, Rohtak

B.com hons.

CBSE

12th

CBSE

10th

3rd

January,

2022 -

5th June,

2022

30th

September,

- 30th

December,2

2022

2019

2016

2014

CONFERENCES/ SEMINAR/EXTRA CURRICULUM ACTIVITIES

- Volunteered in NSS (national social service)
- Organized a Blood donation camp
- Was a part of Student Council, responsible for- problem solving, creative thinking skills, teamwork
- Attended webinar on art of living.
- Attended webinar on 'skill building for the future' conducted by Mindler.
- Attended webinar on understanding the education and career ecosystem 'enhancing counseling skills' conducted by Mindler.

HOBBIES

Dancing, Travelling, Adventure, fondness of music, Blogging, Photography, volunteering