

Resume

Poonam Adhikari
poonamadhikari57@gmail.com
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Career Objective :

To work with a rapidly growing organization with a dynamic and challenging environment to achieve goal of organization with my best efforts.

Skills :

sourcing, head hunting, cold calling, screening, communication, new knowledge gaining, etc.

Experience :

1 Year Exp.

Organization - Connexions india HR
solutions

Designation - HR recruiter

Responsibility - end to end recruitment

Currently Working in Genpact

Designation - HR recruiter

Responsibility - end to end recruitment

Education :

Course Institute University Percentage Year Of Passing

class

vidyalaya
cbse 64% 2019

10th class 12th

ramanujan

sarvodaya Kanya cbse 71% 2021

vidyalaya

ramanujan

sarvodaya Kanya

graduation IGNOU %

Strength :

team work, honesty, self motivated, active listening, communicating, strong
work ethic

Area Of Interest :

HR industry

Personal Details :

Father's Name Surender adhikari

Address 585/A ward no. 3
Mehrauli new Delhi -30

18/02/2003

and haryanvi

Female

Single

Indian

Hindi, English, Punjabi

Declaration :

Date Of Birth Gender

Marital Status Nationality Language

I hereby declare that all the details furnished here are true to best of my
knowledge and belief.



Date - Signature