

Whats app Mobile:+971504753686

 Gulfjobseeker.com CV No:1571994

E-mail: gulfjobseeker@gmail.com

Date of Birth: 18th of September 1992

Marital Status: Single

**PROFESSIONAL EXPERIENCE**

1. July 2015 to Present Assistant HR Officer at Goel Group, Satara, India

 Industry: Consumer Goods

Goel Group of Agencies is our family business where I provide a helping hand as a HR and look into the affairs of recruitment and training.

2. May 2014 to Aug 2014 Welfare Officer (intern) at Mutha Group, Satara, India.

 (3 months) Industry: Manufacturing.

Here, I was responsible for finding out the welfare facilities (both statutory as well as non-statutory) provided to the employees on daily basis and check the satisfaction level of employees towards them. Further, I measured the impact of those welfare facilities on the work life of the employees.

**EDUCATION CREDENTIALS**

1. 2013 - 2015 **MBA in Human Resources (Post Graduation)**

Shivaji University, India.

Overall Grade: 62.56%

2. 2010 - 2013 **BCA in Computers (Graduation)**

SNDT University, India.

Overall Grade: 66.58%

3. May 2010 **Higher Secondary in Commerce (Accountancy) from Satara**

Overall Grade: 66.58%

4. June 2008 **Secondary Education from Satara**

Overall Grade: 66.58%

**PROJECTS UNDERTAKEN**

1. **MBA Project:**

 Project Title: Employee Welfare Measures and its Impact on Employees

 Team Size: Individual

 Duration: 3 Months

 Company: Mutha Group, MIDC, Satara

 Description: Study was focused on evaluating the employee welfare measures provided to the
 employees of the organization and the impact of those measures on the work life of
 the employees.

2. **BCA Project:**

 Project Title: Order Maintenance System for Wholesale Shopkeepers

 Team Size: 4 Members

 Duration: 6 Months

 Description: The software was developed in order to maintain the product details, daily
 stock of the products received and sold and all the other activities carried
 out in wholesale shops. It also generated the daily reports.

**ACHIEVEMENTS**

1. Published the Research Article on the topic of “Impact of Welfare Measures on the Employees of Mutha Group, M.I.D.C., Satara” in International Journal with impact factor. Link -
2. Secured 1st prize at District and Central Level in Avishkar Project Presentation Competition held at Shivaji University, Kolhapur on the topic of “Impact of Welfare Measures on the Employees of Mutha Group, M.I.D.C., Satara.”
3. Participated at State Level in Avishkar Project Presentation Competition held at Nagpur, Maharashtra.

**CERTIFICATES AND TRAINING**

1. Feb 2012 German Language (A1 level)
2. Dec 2011 Bridge Course (Score: 130 out of 200)
3. Jul 2008 MS-CIT (Score: 70 out of 100)

**EXTRA CURRICULAR ACTIVITIES**

1. Writing blogs to guide the fresher’s.
2. Coordinated various events at college level viz. Entrepreneurship Development workshop, Teachers Day, Fresher’s Day.
3. Participated in a Consultancy work at Satara District Central Co-operative Bank, Satara.
4. Participated for environmental cause – donated blood and ridded 40 Km on bicycle to save environment on 15th August 2014.
5. National level certificates for participating in power point presentation on the topic “Cloud Computing” and in ‘C’ Horizon at Government College of Engineering, Karad.
6. Participated in One Day Workshop on “Development of Writing Skills” organized by Rayat Shikshan Sanstha, Satara.

**LANGUAGES KNOWN**

1. English, Hindi and Marathi: Fluent.

2. German: Intermediate.

**KEY SKILLS**

MS Office, Tally, Writing, Good Communication, Executor, Leader, Presenter, Social, Team Player