

PASTE
PHOTO
HERE

NEHA SAHI

CONTACT

Phone ☎ : 9876*****

E-mail ✉ : neha@gmail.com

ADDRESS: 14/1 N S Road, Kurla Complex, Behind SBI,
East Andheri - Kurla Road, Mumbai - 400 072.

OBJECTIVE

“ Desire to work and grow in the field of Human Resources.”

- Seeking - An entry level position in the field of Human Resources.
- Aim - To gain practical experience and expertise in Handling various HR functions.
- To achieve professional excellence with the best Utilization of my knowledge, potential and skills thereby contributing my best toward the field of HR and the organization.”

EDUCATION

📖 Prin.L.N.Welingkar Institute of Management 2012 - 2013

Diploma in Human Resource Management

Percentage - 73.4% (1st Semester)

📖 R.D.National College, Bandra (W) 2008 - 2012

B.Sc. (Chemistry)

Percentage - 57%

📖 R.D.National College, Bandra (W) 2006 - 2008

H.S.C (Science)

Percentage - 57.67%

📖 Bombay Cambridge Gurukul, Andheri (E) 1994 - 2006

S.S.C

ABOUT ME

- Name - Neha Sahi
- D.O.B - Mar 23, 1992
- Nationality - Indian
- Experience - Fresher
- Availability - Full Time
- Interests -
 - Listening to Music
 - Drawing & Painting
 - Crafts
 - Cooking

SKILLS

- Computer proficiency

MS-Office - Word, Excel,
PowerPoint

Internet and e-mail
Operations

Possesses good

Communication,

Interpersonal &

Organizational skills

Can effectively work

in teams.

Percentage - 79.20%

ADDITIONAL QUALIFICATIONS

Successfully completed

- Certificate course in German Language Level A-1 from Max Mueller Bhavan / Goethe Institut, Mumbai.
- Certificate course in Personality Development from Indo-American Society, Mumbai.

LANGUAGES

- English (Fluent)
- Hindi (Native)
- Marathi (Elementary proficiency)
- German (Elementary proficiency)

Date :

Place: Mumbai

Neha Sahi