

PASTE
IMAGE
HERE

Rajnish Gautam

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Career Objective

Seeking a position where I can communicate with the people and judge the people and that should help the organization to achieve their goal.

Profile Summary

- A customer oriented, multitasking fresher with MBA degree in HR.
- Expert in understanding the business requirement.
- Excellent in identifying the need of organization.
- Excellent in understanding and analyzing the human behavior.
- Proficient in coordinating with the people.

Personal Qualities

- Strong motivational and leadership skills.
- Exceptional presentation and interpersonal skills.
- Unmatchable communication skills in writing and verbal both.
- Ability to work in a team as well as individual.

Academic

- MBA in HR from FGH University with 84%.
- BBA from RTY University with 80.6%
- Intermediate from YUT College with 82%.
- SSC from IOU College with 87%

Project

Name: Recruitment and Placement

Description: In this project I have to understand the recruitment process and how the job is delegating the able person.

Computer Knowledge

- Proficient in basic use of MS office.
- Operating system Windows 98, Windows XP.

Achievements

- Present seminar on topic 'Human Behavior' in TAJ hotel.

- Attended seminars by SEBI, FICCI.
- Receive many awards in college level.

Extra Curricular Activities

- Working as part time Business development associate.
- Actively participate in INDIA AGAINST CORRUPTION campaign.

Personal Details

Date of Birth : 19/9/1990
Gender : Male
Marital Status : Single
Languages Known : Hindi, English
Address : XXXXXXXXX

Date:
Place:

Signature