



ANSHIKA SAXENA

HR PERSONNEL

OBJECTIVE

To obtain an entry level position in HR Domain in a professional environment where I can apply and enhance my knowledge and skills.

EXPERIENCE

Process Associate - HCL Technologies (June, 2022 to Present).

EDUCATION

2020-2022

Masters of Business Administration (Human Resource) from University of Lucknow with 72%.

2016-2019

Bachelors of Business Administration (Tourism) from University of Lucknow with 78%.

2015-2016

Intermediate from Central Board of Secondary Education with 59%.

2013-2014

High School from Central Board of Secondary Education with 6.4 CGPA.

INTERNSHIP

- Adani Lucknow International Airport Limited from 22 June 2021 to 21 September 2021..

Human Resource Intern -Analysis of Employee Disciplinary Actions with reference to Adani Lucknow International Airport Limited.

- Uttar Pradesh Tours & Travel in 2018 for 4 Weeks
Operations Intern - Hotel Bookings, Flight Bookings, Packages Formation.
- Rahi Hotel Gomti in 2018 for 4 Weeks
Operations Intern - Reception Management and duties.

VOLUNTEERING

- MISSION SHAKTI – University of Lucknow in 2021 – 2 Days
- NATIONAL SERVICE SCHEME – University of Lucknow in 2017 and 2018 – 2 Years
- SAMVADI – Dainik Jagran in 2016 – 3 Days
- TOURISM DAY – University of Lucknow in 2016 – 1 Day
- WORLD TOURISM DAY - University of Lucknow in 2017 – 1 Day
- SURABHI SANSKRATI - University of Lucknow in 2016 – 1 Day

CONTACT

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+91 7408407055

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PROFESSIONAL SKILLS

Software Package - M S Office
Operating System - Windows 7, Windows 8, Windows XP
HyperText Markup Language - HTML

PERSONAL DETAILS

Address: E-3287, Rajajipuram,
Lucknow, Uttar Pradesh - 226017

Date of Birth: 18 July 1998

Hobbies: Writing Shayari, Hair Styling, Exploring New Places, Sketching, Listening Music

Father's Name: Mr. Gaurav Saxena

Mother's Name: Mrs. Neelam Saxena