



Anshika Singh

HR executive

PROFILE SUMMARY

A dedicated HR professional with a strong academic background and hands-on internship experience in talent acquisition, onboarding, and employee engagement. Successfully screened 20+ candidates and led a project resulting in a 20% reduction in onboarding time. Actively organized employee engagement activities, leading to a 15% increase in satisfaction. Skilled in technology, project management, team leadership, and HR management. Eager to leverage these skills and experiences in a challenging HR role to contribute to the organization's success.

EDUCATION

2025	MBA/PGDM Abul kalam technical university lucknow
2022	B.Com Deen Dayal Upadhyay Gorakhpur University (DDUGU)
2019	XIIth Hindi
2017	Xth Hindi

WORK EXPERIENCE

Jan 2022 - Sep 2023	HR executive Airtel
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INTERNSHIP

PERSONAL INFORMATION

✉ Email
anshikasingh94567@gmail.com

☎ Mobile
(+91) 9452905659

📁 Total work experience
Fresher

KEY SKILLS

Technology
Project Management
Team Leading
Human Resource Management
Payroll Management
Problem Solving
Quality Control

OTHER PERSONAL DETAILS

City Gorakhpur
Country INDIA

LANGUAGES

- English
- Hindi

3 Months

HR executive

Airtel

- Assisted in the recruitment process by screening and shortlisting 20+ candidates for various positions
- Spearheaded a project to streamline the onboarding process, resulting in a 20% reduction in onboarding time
- Participated in organizing and conducting employee engagement activities, resulting in a 15% increase in employee satisfaction

Projects

4 Months

Customer satisfaction towards reliance jio

- Conducted in-depth customer satisfaction survey over a span of 4 months, resulting in a 20% increase in overall customer satisfaction ratings.
- Analyzed and interpreted customer feedback data to identify key areas for improvement, leading to a 15% decrease in customer complaints.
- Collaborated with cross-functional teams to implement targeted initiatives, resulting in a 25% increase in customer retention rate.