



# TANUSHRI

## OBJECTIVE

To secure a job and use my skills and knowledge for organizational and personal growth and seeking an entry level position to begin my career in a high level professional environment.

## EXPERIENCE

- **Pickara**  
-  
Management Trainee  
Managed and prioritized our partner's schedules to ensure that their time and work should be focused on critical and strategic issues. Had interaction with different levels of personality to whom I have assigned work.
- **IFortis Corporate**  
-  
Human Resource Trainee  
Managed an active calendar of appointments and managed a team to work for corporate ambassador and marketing and prepared confidential correspondence.

## EDUCATION

- **National PG college**  
Bachelor's of vocational education  
7.0
- **St Dominic Savio College**  
2019  
Intermediate  
75.6%
- **St Dominic Savio College**  
2017  
High School  
74.33%
- **Narsee Monjee Institute of Management Sciences**  
Diploma in Human Resource Management  
Pursuing

## ACHIEVEMENTS & AWARDS

- Trained new sales representatives
- NCC (A-grade) Certificate
- Increased company growth through advertisements

## ADDITIONAL INFORMATION

Completed O LEVEL course from UPTEC

## CONTACT

- @ tanushrisrivastava7@gmail.com
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- 📍 53 Rabindra palli

## SKILLS

- HTML (Beginner)
- Good Communication skills
- Persistent problem solver
- Strong attention to detail
- Good level of accuracy
- Natural negotiator

## INTERESTS

- Exploring new things
- Reading
- Passionate to work in corporate field
- Traveling

## LANGUAGES

- Hindi
- English