

ANUBHA SAXENA

OBJECTIVE

I am seeking a role in a company where I can contribute my ideas and be mentored towards a successful career. Also looking for an opportunity where I can make the best of my potential and contribute to the organization's growth.

EXPERIENCE

RESEARCH ASSOCIATE

May 2023 – August 2023

Worked as a research associate in Lancashire University Uclan U.K project in which contacting and recruiting people was main responsibility. Conducted research activities such as individual interview, focus group discussion and mock interview.

INTERNSHIP EXPERIENCE

i. AWOKE INDIA FOUNDATION

November 2022- April 2023

- Attendance
- Recruiting
- Screening
- Personal profiling
- Proposal writing
- CSR Projects

ii. IPE GLOBAL Pvt. Ltd.

August 2022 – October 2022

- Personal profiling
- Attendance
- Grievance
- Payroll
- Exit poll
- Recruitment
- Onboarding
- Employer-employee relationship

CONTACT

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LUCKNOW, 226003

ABOUT ME

I am an outgoing, creative, goal oriented and resourceful person with a growing academic hunger.

EDUCATION

Masters in Social Work
(Specialization in HR)
From University of Lucknow.

Bachelors in Arts
(Sociology honors)
From Dr Shakuntala Misra National
Rehabilitation University.

10+2
From Navayuga Radiance Senior
Secondary School

iii. UNICEF

May 2022 – July 2022

Working with UNICEF in collaboration with NSS on the SMART YOUTH PROGRAMME- the aim of this project is to find and shoot the real-life stories of covid warrior and on child rights in the community at Karheta, Aishbagh, Lucknow

iv. VIGYAN FOUNDATION

February 2022-April 2022

Worked here to visit to the community schools set up by Vigyan Foundation to teach children over there. Develop teachers learning material, prepare work-sheet for students and worked for ACTION-AID

v. SEARCH FOUNDATION

November 2021-January 2022

Worked here to take interview of known personalities in Lucknow in regards with their experience of first visit to zoo.

vi. SHASHWAT JIGYASA

October 2021

- **Work with especially abled children**
- **Try to understand their emotions.**
- **Learned some sign language**

SKILLS

Recruiting
Effective communication
Emotional intelligence
Onboarding
Benefits administration & compensation
Affirmative action
Decision making
Listening skills
Organization skills
Problem solving
Performance management

**THANK YOU
ANUBHA SAXENA**