

PERSONAL DETAILS:

NAME: SAKSHI KUKREJA

Date of Birth: 2nd April 2000

Contact Details:

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- **Contact: +91 7991489433**

SKILLS:

Management, Leadership, Microsoft office, Digital Marketing, Business Development, Communication and Networking, Critical Thinking, Entrepreneurial Approach.

ACADEMIC DETAILS:

BBA: Institution: Sacred Heart Degree College, Sitapur.

Score: 60.79% | Year of passing: 2021.

CLASS XII: Institution: Sacred Heart Higher Secondary School, Sitapur

Score: 61% | Year of passing: 2018.

CLASS X: Institution: Sacred Heart Inter College, Sitapur

Score: 70.83% | Year of passing: 2016.

WORK EXPERIENCE / INTERNSHIP:

HR Team Leader at Growth Central VC (July 2021 – August 2021)

I worked as a HR and my responsibility was to recruit the candidates from different portals and I had maintained the team of 20-25 candidates under me. Lead the team to get maximum candidates to be find by them, here we were recruiting in the Non-IT field.

HR Associate at Homeflic Wegrow (June 2021-July 2021)

I worked here as HR Associate for 1 month.

Worked for hiring appropriate candidate for given Job Description. Worked on understanding the requirements of the job and creating job description for the same.

Regency Public School, Sitapur (Sep 2018 – Feb 2019)

I worked as a teacher in the above-mentioned school for 6 months. There I got to improve my management skills and succeed in my job role.

Bizigen Digital Marketing (Nov 2019 – Dec 2019)

I did a Digital Marketing Internship for 2 months where I build brand awareness for the above-mentioned company using different digital channels.

AWARD AND RECOGNITIONS:

1st Position: Dodgeball Tournament | Sacred Heart Inter College - Inter House Tournaments (2017)

1st Position: Dancing Competition | Sacred Heart Inter College - Inter House Tournaments (2015)