

## Chanpreet Waliya

1/28d vijyant khand, gomti nagar , Lucknow  
waliyachanpreet@gmail.com  
Mobile : 7991837754



### OBJECTIVE

I am a consistent, hardworking, highly motivated person. I enjoy working with the public. I feel that I am a friendly, outgoing and dependable person. I feel it is crucial to demonstrate the importance of my job duties and expectations. I am looking to improve my position in the work force, expand my knowledge and skills. I am also looking to establish long term employment in a friendly environment.

### ACADEMIC DETAILS

Degree/Course	Institution	Year of Passing	Percentage / Grade
Bachelor of business administration	Rama Degree College	2018	65%
Intermediate	Seventh day adventist inter college	2014	60%
High School	Saint pathik vidyalaya	2012	90%

### WORK EXPERIENCE

Organization	Designation	Duration
CAPITAL RETRO	HR Executive Administrative	Sep 2018 - Feb 2019
NEUGEN PVT.LTD	Hr coordinator	Feb 2019 - Mar 2020
PINGG IT SOLUTIONS	RECRUITER	Mar 2020 - Sep 2020
URBAN.CO	HR Executive	Oct 2020 - till date

#### Role

- HR

### FIELD OF INTEREST

- Management

### SKILLS

- Communication
- Customer services
- Time management
- Leadership

### STRENGTH

- Honesty
- Team work
- Creativity
- Flexibility

### HOBBIES

- Exploring new skills

### DECLARATION

I hereby declare that the above mentioned details are true to the best of my knowledge.

Date : 15/04/ 2021

Place : Lucknow

(Chanpreet Waliya)