**Pooja**

**pooja09051997@gmail.com**

**7530838959**

**CAREER OBJECTIVE**

To obtain a job within my chosen field that will challenge me and allow me to use my education, skills and past experiences in a way that is mutually beneficial to both myself and the employer and allow for future growth and advancement.

**PERSONAL DETAILS**

Address RZ-50 Street no.4A Durga Park, New Delhi -110045

Date of birth 20/08/1997

Gender Female

City New Delhi

State Delhi

Pin Code 110045

Nationality India

Marital Status Unmarried

Languages known English, Hindi

**INTERNSHIP**

**As a Theatre Member**

MOKSH (Dramatics Society)

August 2014-2017

**As Vice President**

Sri Aurobindo College (Dramatics Society)

Mar 2016 - Mar 2017

Worked as vice President in Dramatics society of Delhi University

**WORK EXPERIENCE**

**As an IT Co-ordinater**

MS Institute of Education

January 2018 - June 2018

**As a Talent Acquisition Representative**

Concentrix

August 2019 - Present

**PROJECTS**

**Street play and Stage play competitions**

Actor (3 year’s), Vice President (1Year)

Team member(s): 25

**EDUCATION DETAILS**

Persuing Post Graduation from IGNOU

Graduation from University of Delhi

12th from C.B.S.E Board

10th from C.B.S.E Board

**SKILLS**

Ability to work under pressure

I am an effective communicator.

**STRENGTHS**

Enthusiastic and hardworking.

Possess positive attitude.

Responsible towards work.

Self-motivated and directed.

**DECLARATION**

I hereby declare that the information furnished above is true to the best of my knowledge.

Pooja