**SAGARIKA PRADHAN**

**Ex HR Associate at Capgemini**

Experienced in business operation with strong background in offer management intelligence. Knowledge of regulatory requirements. Demonstrated history of working in the Banking industry managing complete sales. Proficient in articulating strong presentation to motivate and convince the customers.

**Email id**: sagarikapradhan111@gmail.com

**Contact No.:** 8637243078

linkedin.com/in/sagarika-pradhan-935bba176

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| **PROFILE SUMMARY** |

* **Employment Gap**

**11/2020 – Present**

I have almost 9 months of employment gap due to health issues currently searching for job to resume my career.

* **Working in Capgemini as an HR Associate**

**12/2019 – 11/2020**

-Responsible for designing and auditing accurate employment offer letters for selected Candidate.

-Scheduling interviews for the candidates.

-Responsible for Background Investigation after the candidate accepts the offer letter. Also attained training sessions for on boarding.

* **Worked in ICICI Bank as a Deputy Manager, Grade-1**

**08/2019 – 10/2019**

-Paid close attention to customer concerns and addressed their queries and achieved an exceptional level of customer service.

-Provided leadership to teams during simulated training sessions in preparation for opening current accounts of the customers.

-Responsible for executing plans for achieving targets.

* **Worked as Acquisition Manager at indusind bank**

**02/2019 – 07/2019**

-Provided exceptional credit card service to new and existing customers, resolved their concerns and developed satisfactory solutions.

-Responsible for upgrading credit cards of the existing customers.

**Internship**

* (Summer internship program) on Employee Attrition Rate of Manufacturing sector

Organization- TATA Steel

Duration- 05/2018 – 06/2018

* (Internship) in Content Creation, Graphic Designing, Promoting the work of Party, and Creating Awareness among the masses through social medium platforms

Organization- Aam Admi Party (AAP)

Duration- 12/2017 – 03/2018

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| **EDUCATIONAL QUALIFICATION** |

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| **QUALIFICATION** | **SCHOOL/COLLEGE** | **BOARD/UNIVERSITY** | **YEAR OF PASSING** |
| MBA | IBCS | SOA University | 2019 |
| B.com |  ISPAT AUTONOMOUS COLLEGE | SAMBALPUR UNIVERSITY | 2016 |
| 12th |  MGM ENGLISH MEDIUM SCHOOL | ISC |  2013 |
| 10th | SHRI AUROBINDO’S ROURKELA SCHOOL | ICSE | 2011 |

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| **PERSONAL DETAILS** |

Date of Birth : 20th November, 1994

Permanent Address : Rourkela, Odisha, Pin-769009