**RESUME**



**Name:** Anjali Siwas

**Correspondence Address:**

H.NO. 266 Devli Village ,New Delhi

110080

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Mobile No: 9560746437

University Enrolment No.: 00717903916

**CAREER OBJECTIVE**

To succeed in an environment of growth and excellence and earn a job which provides me job satisfaction and self development and help me achieve personal as well as organizational goal.

**QUALIFICATIONS:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Qualification** | **University/Board** | **Year of Passing** | **% age of Marks** |
| MBA  Post Graduation Degree:  **Specialization:**  Major: HR  Minor: FINANCE | Guru Gobind Singh Indraprastha University | 2018 | 83.48 |
| Graduation Degree (BBA/B.Com. etc):  BBA(B&I) | GGSIPU | 2016 | 72.52 |
| 10+2 | CBSE | 2013 | 66 |
| 10 | CBSE | 2011 | 6.2 |

**SPECIALIZATION:**

Major: HR

Minor: FINANCE

**COMPUTER PROFICIENCIES**

**Operating Systems :** Windows

**Packages :** MS Word, MS Excel, PowerPoint

**SUMMER INTERNSHIP / PROJECT– UG – BBA/B.Com/etc.**

**Name of Company:** CITADEL

**Duration:** 4 WEEKS

**Project Title: STUDY ON RECRUITMENT & SELECTION**

**Name of Company: UAS INTERNATIONAL**

**Duration: 8 weeks**

**Project Title :STUDY ON EMPLOYEE SATISFACTION**



**THREE (3) - STRENGHTS**

**Good listener**

**Puntual &being a team player**

**Patience,honesty, creativity**

|  |  |
| --- | --- |
| PERSONAL INFORMATION | |
| Father’s Name | L/O Mr. Mahipal Siwas |
| Mother’s Name | Mrs. S heela Siwas |
| Father/Mother’s Mobile No. | 9958683647 |
| Father/Mother ‘s Email. |  |
| Gender (Male/Female) | Female |
| Marital Status | Unmarried |
| Date of Birth | 15/07/1995 |
| Languages Known | English & Hindi |
| Vehicle Owned (Yes/No) and Vehicle Type Bike/Car etc. | No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |



**Declaration:**

This is to certify that the information given above is true to best of my knowledge and belief.

**Date:**

**Place: Delhi Name:**Anjali Siwas