Kirti Prabha Lucknow Uttar Pradesh

EDUCATION

 IMS (Lucknow University)
 11 2022 - 05 2024

 MBA (HR) - Percentage - 68.8%
 Lucknow, India

 Allahabad University
 04 2019 - 03 2022

 Bachlelor Of Commerce - Percentage - 85.72%
 Allahabad, India

 MJRP Public School
 04 2017 - 05 2019

 Intermediate - Percentage - 72.80%
 Ghazipur, India

 MJRP Public School
 04 2016 - 03 2017

Ghazipur, India

SKILLS SUMMARY

- MS-EXCEL
- MS-POWERPOINT

High School - Grade - 8.8 CGPA

- Event Management
- Leadership

TRAINING AND CERTIFICATIONS

Course on Computer Concept

• National Institute of Electronics and Information Technology

INTERNSHIP

- Paraxion Market Consultants Private Limited <u>HUMAN RESOURCE INTERN</u> Lucknow, India
 - · Contributed to candidate sourcing, initial screenings, or interview coordination
 - Aided in the onboarding process, preparing documentation, or facilitating new hire orientations
 - Helped in general HR administrative tasks such as filing, document management, or maintaining records
 - Provided support in organizing HR-related events, meetings, or employee engagement initiatives

ACHIEVEMENTS

- Winner of Marathon 2k22 event at the Institute of Management Sciences
- Secured 2nd Rank in Poetry Competition Held at College Level
- Volunteer in the Technical Event Management
- Attended webinar on Change Management (Manthan)
- Attended meet on how to deal with difficult people in the workplace of Mindspring