



Anshika Singh

HR executive

PROFILE SUMMARY

A dedicated HR professional with a strong academic background and hands-on internship experience in talent acquisition, onboarding, and employee engagement. Successfully screened 20+ candidates and led a project resulting in a 20% reduction in onboarding time. Actively organized employee engagement activities, leading to a 15% increase in satisfaction. Skilled in technology, project management, team leadership, and HR management. Eager to leverage these skills and experiences in a challenging HR role to contribute to the organization's success.

PERSONAL INFORMATION

- Email
anshikasingh94567@gmail.com
- Mobile
(+91) 9452905659
- Total work experience
Fresher

KEY SKILLS

- Technology
- Project Management
- Team Leading
- Human Resource Management
- Payroll Management
- Problem Solving
- Quality Control

OTHER PERSONAL DETAILS

- City
Gorakhpur
- Country
INDIA

LANGUAGES

- English
- Hindi

EDUCATION

- 2025
MBA/PGDM
Abul kalam technical university lucknow
- 2022
B.Com
Deen Dayal Upadhyay Gorakhpur University (DDUGU)
- 2019
XIIth
Hindi
- 2017
Xth
Hindi

WORK EXPERIENCE

- Jan 2022 - Sep 2023
HR executive
Airtel

INTERNSHIP

3 Months

HR executive

Airtel

- Assisted in the recruitment process by screening and shortlisting 20+ candidates for various positions
- Spearheaded a project to streamline the onboarding process, resulting in a 20% reduction in onboarding time
- Participated in organizing and conducting employee engagement activities, resulting in a 15% increase in employee satisfaction

Projects

4 Months

Customer satisfaction towards reliance jio

- Conducted in-depth customer satisfaction survey over a span of 4 months, resulting in a 20% increase in overall customer satisfaction ratings.
- Analyzed and interpreted customer feedback data to identify key areas for improvement, leading to a 15% decrease in customer complaints.
- Collaborated with cross-functional teams to implement targeted initiatives, resulting in a 25% increase in customer retention rate.