

ANAMIKA SHUKLA



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ABOUT

A result oriented professional with sound communications and academic skills targeting assignment in human resources management.

EXPERIENCES

May'22-Present Executive Talent Acquisition
Genuine Mantra - Talent & Career Solutions

ROLES AND RESPONSIBILITIES

- Handle sourcing through Naukri, LinkedIn and Employee Referrals.
- Interacting with candidates, doing the initial screening. Understand candidates' skill sets & competencies, making them understand job roles.
- Preparing candidates for interviewing with clients by providing detailed information about the company, job descriptions, and expectations.
- Arrange for interview of shortlisted candidates and coordinate with the client for the final interview.
- Coordinating with the company and with candidates after the company selects the candidate till joining.
- Maintaining daily/weekly/monthly reports such as interview status reports, closure reports & feedback reports.

Mar'22-May'22 Finance Intern
BSE Broker Forum

ROLES AND RESPONSIBILITIES

- Learned and practiced stock market, stock market analysis, how to do stock valuation, equity planning, and financial planning.
- Formulated a research paper with a team of 3 on the Impact of the Monetary Policy of the Reserve Bank of India (RBI).

EDUCATION

University of Allahabad
2020 - 2022 | Masters In Commerce (M.Com)
2017- 2020 | Bachlor In Commerce (B.Com)
Kendriya Vidyalaya Old Cantt, Alld.
2017 | 12th- 89%
2015 | 10th- 9.2 CGPA

SKILLS

- Organisational leadership.
- Communication.
- Computer skills.
- Client relations.
- Creative thinking.
- Strategic Analysis.

LANGUAGES

Hindi native language
English speaking, reading, writing
French speaking, reading

DECLARATION

I hereby, inform that all the details mentioned above are true .

PROFILE

LinkedIn
<https://www.linkedin.com/in/anamika-shukla-9b5351153>