

## **PERSONAL DETAILS:**

**NAME:** SAKSHI KUKREJA

**Date of Birth:** 2<sup>nd</sup> April 2000

**Contact Details:**

- **E-MAIL:** [kukrejasakshi222@gmail.com](mailto:kukrejasakshi222@gmail.com)
- **Contact:** +91 7991489433

## **SKILLS:**

Management, Leadership, Microsoft office, Digital Marketing, Business Development, Communication and Networking, Critical Thinking, Entrepreneurial Approach.

## **ACADEMIC DETAILS:**

**BBA:** Institution: Sacred Heart Degree College, Sitapur.

Score: 60.79% | Year of passing: 2021.

**CLASS XII:** Institution: Sacred Heart Higher Secondary School, Sitapur

**Score:** 61% | Year of passing: 2018.

**CLASS X:** Institution: Sacred Heart Inter College, Sitapur

**Score:** 70.83% | Year of passing: 2016.

## **WORK EXPERIENCE / INTERNSHIP:**

**HR Team Leader at Growth Central VC (July 2021 – August 2021)**

I worked as a HR and my responsibility was to recruit the candidates from different portals and I had maintained the team of 20-25 candidates under me. Lead the team to get maximum candidates to be find by them, here we were recruiting in the Non-IT field.

**HR Associate at Homeflic Wegrow (June 2021-July 2021)**

I worked here as HR Associate for 1 month.

Worked for hiring appropriate candidate for given Job Description. Worked on understanding the requirements of the job and creating job description for the same.

**Regency Public School, Sitapur (Sep 2018 – Feb 2019)**

I worked as a teacher in the above-mentioned school for 6 months. There I got to improve my management skills and succeed in my job role.

**Bizigen Digital Marketing (Nov 2019 – Dec 2019)**

I did a Digital Marketing Internship for 2 months where I build brand awareness for the above-mentioned company using different digital channels.

**AWARD AND RECOGNITIONS:**

**1<sup>st</sup> Position:** Dodgeball Tournament | Sacred Heart Inter College - Inter House Tournaments (2017)

**1<sup>st</sup> Position:** Dancing Competition | Sacred Heart Inter College - Inter House Tournaments (2015)