

**Swati Prasoon**

**Mobile: +91-8287345583 E-Mail ID: swati.srivastava770@gmail.com**

**LinkedIn:** <https://www.linkedin.com/in/swati-prasoon-9b6010169/>

**Area of Specialization: Human Resource**

**Academic Credentials:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Degree** | **College/School** | **Board/University** | **Year of passing** | **CGPA/Percentage** |
| **Pursuing PGPM** | **IBS Gurgaon** | **ICFAI Business School, Gurgaon** | **2020** | **7.34** |
| **B.B.A** | **BIT Mesra** | **Deemed university** | **2016** | **78.4** |
| **XII** | **Sant Atulanand Residential Academy Varanasi** | **CBSE** | **2012** | **79.2** |
| **X** | **D.A.V** | **CBSE** | **2010** | **7.0** |

**Summer Internship at IBS Gurgaon**

* **Company:** “HCL Infosystem Ltd”
* **Project Title:**“Different channels of sourcing in India and overseas”
* **Project Area:** Human Resource
* **Project Synopsis:** To work with talent acquisition team and study their recruitment process followed in India and overseas and the different recruitment channels they are using
* **Duration:** 14 weeks (March to June, 2019)

**Other internships**

* **Company:** TATA Motors
* **Project Title:** Performance Appraisal In TATA MOTORS
* **Project Area:** HUMAN RESOURCES
* **Project Synopsis:** Study to analyse the training and development process of TATA motors pvt.ltd
* **Duration:**45 days

* **Company:** POWER GRID CORPORATION OF INDIA LTD**.**
* **Role:** HR Intern
* **Learning:** Presentation skills
* **Duration:** 45 days

**Certifications:**

* HR Analytics fundamentals
* Employee satisfaction using R
* Predict job offer drop out using R

**Professional Skills**

* Technical, logical and innovative orientation.
* Quick learner
* Good communication and presentation skills.

**Awards/Achievements:**

* Closed 15 positions during Internship at HCL
* Conducted 2 walk-in Drives during the Internship
* Attended 2 days advance Excel training seminar in IBS
* Attended HR conclave 2016 in IOCL
* Attended Dunhumby workshop on “Data science”

**Extra Curricular Activities & Hobbies**

* Owns a page on Instagram-Food blogging
* Core team member of MEDIA GENESIS CLUB at IBS gurgaon
* Active participant of Friday activities in IBS campus
* Won Hand painting, Rangoli and other art competitions
* Core team member of college fest BITOTSAV

**Personal Details**

* Date of Birth: 25-05-1995
* Gender: Female
* Mobile Number: 8287345583
* Email ID: swati.srivastava770@gmail.com
* Father’s name: Mr. Sunil Kumar
* Residential Contact Number: 8287241202
* Permanent Address: Flat no-102, Madhu Appartment, Bailey road , Patna