

Vikas Sharma

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Career Objective

To be associated with a company which can provide me an opportunity where, I can utilize my skills in accomplishing my personal goals in sync with organizational goals.

Educational Qualifications

Examination	Board / University	School / College	Year of Passing	Percentage
MBA (HR&Finance)	Dr. A.P.J. Abdul Kalam Ajad Technical, University Lucknow	PSIT College of Management, Kanpur	2020	75%
Graduation	CSJM University Kanpur	D.S.N PG College Unnao	2015	53.50%
Intermediate	U.P Board	SVM Inter College ab Nagar Unnao	2012	71.4%
High School	U.P Board	SVM Inter College ab Nagar Unnao	2010	67%

Technical Strength

- Computer Proficiency : MS Office

Subject Of Interest

- Human Resource Management
- Finance

Working Experience

Name of the Organization	Euro Footwear Pvt. Ltd
Key Responsibilities	Payroll management, Attendance management, Recruitment, Employee Engagement, Job Role Change, Employee satisfaction, Handling grievances of Employee, Staff Management, Conflict Resolution
Started	From Month of November 2020 to Present Till Now
Designation	Human Resource Manager

Name of the Organization	NJ India Invest Pvt.ltd.
Key Responsibilities	Recruiting, Training & development, Business Development.
Started	From Month of Jan 2020 to September 2020
Designation	Sr. Executive

Training and Internship

Name of the Organization	Stock holding corporation of India Ltd. , Kanpur
Title	The study on impact on factor affecting investment decision of investor on mutual fund in Kanpur
Duration	45 Days
Key Responsibilities	C&B policy, statutory compliances, salary slip.
Description	Payroll executive assistant

Name of the Organization	NJ India Invest Pvt.Ltd.
Duration	2 Months
Key Responsibilities	Organizing Induction, Scheduling interviews
Description	Hr assistant

Core Strength

- Adaptable
- Team Player

Conferences/Seminars/Workshops

- Attended Shaping Young Mind Programme organized by AIMA in association with PSIT College of Management, Kanpur
- **Participated in design thinking workshop organized by INFOSYS in PSIT College of Management, Kanpur**
- Attended **National Conference** on “Sustainable Business Management Practices” held at PSIT College of Management Kanpur
- **Participated in AIMA’s Business simulation workshop –BIZLAB organized by PSIT College of Management, Kanpur**

Achievements

- Certificate of **Advance Diploma in Compensation Management and Statutory Compliances** authorized from HR.SPOT TRAINING AND DEVELOPMENT PVT. LTD. CULACUTTA
- Certificate of **ADCA** (advance diploma in computer application)
- Certificate of **CCC** (course on computer concept) authorized from state government of up

Personal Information

- **Father’s Name** : Mr.Susheel kumar Sharma
- **Date of Birth** : September 14, 1996
- **Languages Known** : English and Hindi
- **Address** : H.no.148 singrosi unnao

Declaration

I hereby declare that all the information mentioned above is true to the best of my knowledge.

Date :

Place :Kanpur

(Vikas Sharma)