**Eeshita Lahiri**

M: +91 9794865284

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A: 106, Samar Vihar , Alambagh, Lucknow

**PERSONAL SUMMARY:**

Dedicated and hardworking student .Content Writer. Excellent communication abilities, including written and oral, professional and interpersonal. Developed evaluation, critical thinking, active listening, and decision-making skills as well as strong attention to small details.

**EDUCATION:**

**Bcom February 2014- February 2016**

**Shri Gurunanak Girls Degree College Lucknow**

**Mba in Hr and Markting june 2016- july 2018**

**New Delhi Institute of Management**

**WORK EXPERIENCE:**

**Clink Hr services July 2018– September 2018**

**Hr recruiter and hr generalist**

* Done recruitment and staffing 0f 100 people
* Attended seminars and performed performance management
* employee administration & support. ...
* Benefits administration. ...

Usma Solutions pvt ltd **September 2017– April 2019**

Hr trainee

* Performed recruitment of 200 people.
* Done screening and placed people
* Done cold calling

**SKILLS:**

* Work experience in the field of hr trainee
* Strong data analysis skill,
* Ability To Drive Results With Strong Thought Leadership.
* Excellent Analytical & Problem Solving Aptitude.
* Excellent verbal and written communication, presentation and interpersonal skills.

**REFERENCES:**

Available upon request