

Parmar Karansinh

CONTACT

Permanent Address:

At Post Akhod ,Taluka Vagra ,Dist.
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ABOUT ME

Seeking a platform in a reputed company to explore my vision and utilize my experience, education and skill for the successful future for me and my reputed company.

PROFESSIONAL SKILLS

- Tally ERP 9
- Microsoft Excel ,Word.
- Internet Surfing & E Mailing
- Team Oriented , Result driven
- Communication, Participation

PERSONAL DETAILS

- **Date of Birth:** 29/11/1999
- **Gender:** Male
- **Blood Group:** B Positive
- **Marital Status:** Unmarried

Present Employment Profile

Pavit Ceramics Private Limited
Dahej, Bharuch.

Assistant – Human Resource
AUGUST 2023 to Present

- Human Resource Development , Recruitment Process
- Contract Labour Management And Knowledge Of Compliance.
- Canteen Management
- Travel Management And Manpower Planning And Adjustment
- Payroll Process And PF Related Work.
- Check Travels , Canteen And Labour Contractor Bills And Submit To Account Department.

Previous Employment Profile

Meghmani Finechem Limited
GIDC- Dahej Bharuch

Apprentice At HR
August 2022 to July 2023

- Contact Labour Compliance And Handling Attendance Of Labours
- Recruitment, Joining Process, Resignation Process
- Travel Management
- Canteen Management
- Induction Training To New Joinee.

EDUCATION QUALIFICATION

- **PGDHR** **October -23**
Babasaheb Ambedkar Open University, Ahmadabad.
- **M.COM** **Pursuing**
Veer Narmada South Gujarat University, Surat.
- **B.COM.** **July-2020**
Veer Narmada South Gujarat University, Surat
- **H.S.C** **March-2017**
Rungta Vidya Bhavan Bharuch
- **S.S.C** **March -2015**
Sardar Patel School Bardoli

Karansinh Parmar