

# Sakshi Patel

I am hard working & self motivated. I have experience in recruitment, payroll & on boarding.

## GET IN CONTACT

Mobile: +91-6353539280

Email: patelsakshi1114@gmail.com

## PERSONAL DETAILS

- Total Experience Fresher
- Current Location Bharuch
- Date of Birth Nov 14, 2002
- Gender Female

## SKILLS

- Business Development
- Management
- MS Office
- Excel

## LANGUAGES KNOWN

- English
- Hindi
- gujrati

## EDUCATION HISTORY

### Post Graduation

Course MBA/PGDM( HR/Industrial Relations )  
College DY Patil College of Engineering, Ambi  
Year of Passing 2025

### Graduation

Course B.B.A/ B.M.S( Management )  
College Veer Narmad South Gujarat University (VNSGU)  
Year of Passing 2023

### Class XII

Board CBSE  
Medium Gujarati  
Year of Passing 2020  
Grade 65-69.9%

## WORK EXPERIENCE

Jul 2023 to Dec 2023

### HR Assistant at Riddhi Pharma

## PROJECTS

### Summer training from UPL-2 Ankleshwar, 31 Days

learning skills from there recruitment payroll and on boarding