

RAKSHITA G JAHAGIRDAR

rakshitajahagirdar25@gmail.com | +91 – 8951929971 | Bengaluru | [LinkedIn](#)

HEADLINE

MBA in Human Resource Management and Business Analytics. Good Knowledge of recruitment, onboarding, background verification, MS Excel, and tableau with excellent written and verbal communications. Seeking opportunities in the field of HR Management.

EDUCATION

M.P. Birla Institute of Management <i>Master of Business Administration in Human Resources & Business Analytics</i> CGPA – 6.61	02/2022 – 01/2024 Bengaluru, India
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Gurukul Degree College <i>Bachelor Of Commerce</i> CGPA – 7.46	06/2018 – 12/2021 Kalaburagi, India
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WORK EXPERIENCE

Nuage Compusys Technologies Pvt Ltd <i>HR Executive – Trainee</i>	06/2024 – 07/2024 Bengaluru, India
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- Also referred to as NUCOT, the company offers IT services and comprehensive IT training.
- Sourcing new candidates from various marketing channels.
- Reviewing resumes and submitted applications.
- Conducting screening process and scheduling the interviews with the technical staffs

CERTIFICATIONS

- Certified Human Resource Management Professional
- Tableau for Analytics

SKILLS

- Tableau
- Microsoft Excel and 365
- Excellent Written and Verbal Communication

INTERESTS

- **Wall Painting**
I like to draw and paint walls and turn them into a good-looking art-wall! Started a YouTube channel and Instagram page to share it with family and friends.
- **Trekking**
Liking for a walk has turned into love for trekking. Still a beginner but covered places like Makali durga and Skandagiri.