

## Jinalben Bhailalbhai Rohit

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Khadol(H) Anand, Gujrat



### CAREER OBJECTIVE

I am actively seeking a challenging and innovative position within a company that will allow me to leverage my skill set and knowledge to the fullest extent while utilizing my capabilities in a manner that enriches my skills and contributes to the growth and development of the organization.

### EDUCATION

COURSE/ DEGREE	COLLEGE/ SCHOOL	UNIVERSITY/ BOARD	YEAR OF PASSING	PERCANTAGE
MBA(HRM)	Anand Institute of Management and Information Science, Anand	GTU	Pursuing	7.43% (1 <sup>st</sup> Sem) 7.57% (2 <sup>nd</sup> Sem)
BBA	Anand Commerce Collage, Anand	SPU	2022	66.70%
HSC	Shree H. D. Patel High School, Asodar	GSHSEB	2019	68.8%
SSC	Shree J. N. Patel High School, Adas	GSHSEB	2017	69%

### SUMMER INTERNSHIP PROJECT

<b>Company</b>	Elecon Eng. Co. Limited, Anand
<b>Project title</b>	A study on the impact of training on the performance of employees of Elecon Eng. Co. ltd.
<b>Duration</b>	20 July to 16 August

### MULTIDISCIPLINARY ACTION PROJECT

<b>Company</b>	Sarangfood Private Limited
<b>Project title</b>	A study on prelaunch Marketing solution for Sarangfood
<b>Duration</b>	Ongoing

### SKILLS

#### Technical Skills

- MS Office
- Advance MS Excel
- Tally
- SPSS
- Recruiting and Talent acquisition

## Non-Technical Skills

- Communication
- Leadership
- Time management
- Empathy

## ACTIVITIES/SEMINAR/WORKSHOP/TRAINING

Participated in Collage Competitions.

Participated in Art carnival salad making competition organized by AIMIS and secured Second position.

Participated in Art carnival Best from West organized by AIMIS and secured First position.

Participated in SAHAS EDP Event organized by AIMIS.

Participated national Seminar on the topic of “Leveraging information technology in new age management”

Attended Human Resource Skills Workshop at Tareeqa Global Solution Pvt. Ltd.

Completing the HR recruiting training, HR generalist and payroll training, HR analytic training, HR Talent acquisition training, MS Excel advance training at Tareeqa global Solution Pvt. Ltd.

## PERSONAL PROFILE

<b>Language known</b>	English, Hindi, Gujrati
<b>Date of Birth</b>	15 January, 2002
<b>Gender</b>	Female
<b>Nationality</b>	Indian
<b>Marital Status</b>	Unmarried
<b>Personality traits</b>	Creative, Quick Learner, Team Player, Problem Solver
<b>Hobbies</b>	Reading, Travelling, Volunteering

## REFERENCES

1. Dr. Ankita Brahmhatt  
Ass. Professor,  
AIMIS Anand, Gujrat.  
No. 93167 00156.

2. Ms. Tejal Patel  
Ass. Professor  
AIMIS Anand, Gujrat  
No. 8511264495

## DECLARATION

I affirm that the information presented in this resume is true to the best of my knowledge and belief.

**Date: 17 October, 2023**

**Place: Anand**

**Jinal Rohit**