

Riya Gohel

MBA Student

Anand Institute of Management and Information Science, Anand (Affiliated to GTU)

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CAREER OBJECTIVE: “To build a career in Human Resource Management by utilizing my skills in talent acquisition, HR documentation, and employee relations, and to support the organization in creating a productive and positive work environment.”

ACADEMIC QUALIFICATION:

Examination/ Programed	School/Collage/ Department	Board/ University	Percentage/ Grade
M.B.A (Pursuing)	Anand Institute of Management and Information Science (AIMIS)	GUJRAT TECHNOLOGICAL UNIVERSITY	7.82 CGPA (Till 2 nd Semester)
B.B.A (ISM)	Anand Institute of Business Study	SARDAR PATEL UNIVERSITY	7.07 CGPA
H.S.C	Anand High School Anand	GSEB	49%
S.S.C	Anand High School Anand	GSEB	52%

AREA OF INTEREST:

- Recruitment & Selection
- HR Operations
- Employee Engagement
- Training & Development
- Talent Acquisition

- Interview coordination
- HR Documentation

STRENGTH:

- Good Communication Skill
- Quick Lerner with positive attitude
- Good coordination and team work skills
- Time management and organization skill
- Problem-solving approach
- Honest, responsible and adaptable

HONORS& ACHIVEMENTS:

- Course completions: Bajaj Finserv Training, From 5Feb 2025 – 13 Mar

PROJECTS/INTERNSHIPS:

- BBA (ISM) Project: “Time Management”
- MBA Internship: Kataria Automobile Pvt. Ltd. “A Study on Impact of Training and Development on Employee Performance”- From 19 June 2025 to 31 July 2025.

RESEARCH & ACADEMIC WORK

- “Paradigm Shifts in cooperatives and Agriculture: Global Challenges & Opportunities”
- World Tourism Day 2025

TECHNICAL SKILL:

- ✓ MS WORD
- ✓ MS POWERPOINT
- ✓ MS EXCEL
- ✓ CANVA (Basic)
- ✓ ORACLE

LANGUAGES KNOWN:

- ENGLISH
- HINDI
- GUJRATI

REFERENCES:

MS. Tejal Patel Assistant Prof. Anand Institute of management and information science (AIMIS) Anand (M): +91 8511264495 E-mail: Tejal.patel@aimis.ac.in	Ms. Kinjal Dabhi HR Manager At Kataria Automobile Pvt. Ltd Anand (M): +91 9510036117 (Official Zamil) E-mail: contactus@kataria.co.in
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WORK EXPERIENCE:

- Fresher

DECLARATIONS: I do hereby declare that all the information furnished above is true to the best of my knowledge.

Date: 11th November, 2025

Place: Anand

Signature
Riya Gohel