

Anshu Chauhan

Personal Details

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- Address : 22/2,
Babu murai colony, Airport road,
Indore (Madhya Pradesh).

Objective

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

Experience

- **Jr. IT Recruiter** 04/05/2022 - 05/07/2022
SoftHQ consulting
It was a work from home position :-
Understanding JD for the vacant position.
Posting job requirement on different platforms.
Searching and screening resumes.
Calling the candidate and scheduling interviews.
Verifying documents and onboarding.

Education

Course / Degree	School / University	Grade / Score	Year
10th	Shri Cloth Market Kanya Vidyalaya	76%	2015
12th	Shri Cloth Market Kanya Vidyalaya	84%	2017
BBA (e-commerce)	Institute of Management Studies, DAVV	7.5 CGPA	2020
PGDM (HR+Marketing)	Indore Management Institute and Research Center	Pursuing	2023

Skills

- Communication Skills
- Problem Solving
- Decision Making
- Computer Skills :- MS Excel, MS PowerPoint, MS Word, MySQL, RDBMS,

Interests

- Social work
- Learning and exploring new things
- Chess playing
- Reading books

Languages

- Hindi
- English

Certifications

- Human resources management
By Great Learning
- Performance management
By Great Learning

- Conflict management
By Great Learning

Strengths

- Hardwork
- Dedication
- Honesty
- Quick learner

Personal Information

- Father's name :- Mr. Gajendra Chauhan
- Mother's name :- Mrs. Rekha Chauhan
- Date of birth :- 31/08/1999
- Nationality :- Indian
- Marital status :- Unmarried