

SAGAR GUPTA

Address: H.NO.710,Tulsi Nagar,orai,Dist.jalaun,UP,285001

Mobile: 7007016536

Email:sagareja@gmail.com

Birth Date: - 1st July 1989

SUMMARY

A Result-oriented dynamic professional with 2 years of diverse experience in the Operations encompassing of all functions i.e., Administration, Client Relationship Management, Trainee Relationship Management, Marketing, Placement assessments, Training & Development, Consultancy, Skill Development schemes implementation & assessments. i.e. DDUGKY.

EDUCATION

MSW in HR & Welfare

SRK University, Bhopal

BACHELOR OF SCIENCE

Bundelkhand University Jhansi (UP)

Higher Secondary Certificate

U. P. Board,
Allahabad (UP)

Secondary School Certificate

U. P. Board,
Allahabad (UP)

ACHIEVEMENTS

- Completed Govt. Exam preparation training of 1200 candidates under “**MAHENDRA EDUCATION PVT.LTD.**” at HOSHANGABD.
- ESOP Certified by NIRD & PR, on 10 Nov 2020 in Operations level.
- Completed training of 300 candidates under skill development program “DDUGKY” at Trident Group Budhni,MP,466546.

SKILLS

- Client/Trainee Relationship Management
- Consultancy
- Strategy Planning
- Administration
- NSDC & DDUGKY Implementation
- Vocational Training & Development
- Placement assessments

COMPUTER SKILLS

- Advance MS office.
- Net Surfing, Mailing and Searching new information.

EXPERIENCE

➤ **Trident Limited**

➤ Designation: Soft Skill Trainer

➤ **Duration:**

10 Nov 2020 To till date

Job Profile:

- Counsel the aspirant for work readiness module.
- Career awareness, make them ready for interview.
- Manage the curriculum-based training process.
- Trainer (IT) of DDUGKY & other Govt. Skill Development Schemes for Textile, Garment & Fashion.

➤ **Mahindra Education Pvt.Ltd.**

Designation: **English Faculty**

Duration: 04 Apr 2019 to 10 Nov 2020

- To select the prospective candidates from the number of candidates.
- Teach and Train the candidates to make them self to qualified Govt. Exam capable and skilled.
- To assist in the assessments part and achieve 100 percent passing percentage target.
- Organize the seminar of 500 students in NMB college.
- Career awareness, make them ready for interview.

PERSONAL DETAILS

Name : Sagar Gupta
Father : Mr.Kedar Nath Gupta
Date of Birth : 1st July 1989
Hobbies : Listening Music, Reading Books
Languages Known : Hindi, English

Declaration

I, Sagar Gupta, hereby declare the above information is true in any reference and its authenticity can be checked by taking references.

DATE: _/ _/ _

(_____)
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