

HARI HARA PANDIT

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Dist-Balasore, Odisha, 756028



Career Objective

A Self-motivated and result oriented MBA HR fresher looking for an opportunity in the field of human resource to grow my skills and knowledge, which can further lead to the growth of the organization.

Academic Background

- Now I am appeared 4th Semester MBA in Human Resource Management from B.P.U.T University, Rourkela Odisha from 2020-22.
- +3 Arts from Nilamani Mahavidyalaya, Rupsa Balasore 2016.
- +2 Arts from Anla Junior Mahavidyalaya Mayurbhanj 2012.
- 10th from Maa Bhagabati High School, Pandarungi Basta, Balasore 2010.

Professional Skills

- Good communication skills (verbal & written)
- Proficient in MS Word, Excel and PowerPoint.
- Well organized details oriented and ability to multitask.
- Ability to lead teams, providing direction and supervision wherever applicable.

Project Work

Topic : Employee Satisfaction, Company: Oriplast Balasore Pvt Ltd.

Duration: 2 months

Understanding the different factors of employee satisfaction, and implementing various measures taken by the management to get best output from the employees.

Hobbies

- Plantation.
- Reading books.
- Listening to music.

Personal Details

DOB : 16.04.1995
Gender : Male.
Languages Known : Odia, English, Hindi
Religion : Hindu.

EXPERIENCE

- **6 month** working in J.E(R&B) for official work. **2014**
- **6year,4month & 7days** Data Entry Operator From **SCB Medical college and Hospital Cuttack.** (Redtech Solution PVT,LTD) **13.08.2015 to 20.02.2021.**
- **1year,9month & 8days** Data Entry Operator cum-office-assistant From **District Head Quarter Hospital,Nayagarh.**(Jagannath Prasad Nursery Out sourcing Agency) **22.02.2021 to 30.11.2022.**
- **2 MONTH** WORKING IN **RAHI CARE DIALYSIS CENTER JEYPORE .**

Declaration:

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

Place: BALASORE

HARI HARA PANDIT

Date:

Signature