

RESUME

RADHAN CHAND

Flat no K-502, Ruby Park, Park Street, Wakad (Near Kalewadi Phaata),

Pune-411057 (Maharashtra)

Contact: 08007830268; Email: radhanchandjohal@gmail.com

HR MANAGEMENT PROFESSIONAL

Seeking a position in an organization that provides me ample opportunity to explore & excel while carving out the niche for personal, professional as well as organizational goals

SUMMARY OF SKILLS

- Qualified individual with **Masters in Business Administration (Human Resources)** from **RJSPM'S Institute of Computer & Management Research**; determined to carve a niche in the industry.
 - Possess knowledge of **HR functions like Selection & Recruitment, Employee Relations, Personnel Management, Compensation Management, Training & Development, Performance Management System & Appraisal, Industrial Relations and Labor Laws, Organization Development.**
 - Self motivated and goal-oriented with a high degree of flexibility, creativity, resourcefulness, commitment and optimism.
 - **Outstanding communication skills**, verbal as well as written, coupled with exceptional presentation skills with the ability to perform above expectations.
-

EDUCATIONAL CREDENTIALS

Masters in Business Administration (Human Resources), 2013

RJSPM'S Institute of Computer & Management Research; 67.14 % (FIRST CLASS, Secured second position in class)

M. Com (Business Administration), 2011

Modern College, Ganeshkhind; 69.2% (FIRST CLASS, Topper in class)

Bachelor of Commerce (Co-Operation & Rural Development), 2008

Pune University; 64.3% (FIRST CLASS)

Intermediate, 2005

Ahmednagar College 56.3%

Matriculation, 2003

Army School, Ahmadnagar; 61.4%

Computer Proficiency

Windows, MS Office & Internet Applications

Training Attended

Project Name	A Study of Total Quality Management
Company Name	Autoline Industries Ltd. (Chakan Plant II)
Duration	2 months
Project Name	A Study of Effectiveness of Recruitment & Selection System
Company Name	MSA Consultancy Services, Pune
Duration	2 Months

Industrial Visits

Volkswagen, Tata Motors, Autoline, Cotton Greaves, BSE, Alfa Laval etc.

Workshop Attended

Improving Employability of Management Students through Soft skills conducted by University of Pune

Extra curriculum Accolades

- Participated in National Cadet Corps
- Participated in National level Quest in Maharashtra Academy of Engineering (MAE)(Business Plan, Ad-o-mania, Mock stock)
- Successfully organized various Management Games in the College

Date of Birth: 15th February 1987

References: Available on request



Adha Chaudhary

Applicant's signature