

NIKITA CHAUDHARY

HR EXECUTIVE & MANAGEMENT

Full name	Nikita Chaydhary	Address	Govindpuram
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WORK EXPERIENCE

AUGUST 2020-
PRESENT

Hr Executive & Management

SKILLS

Problem solver and fast learner with strong communication skills. I am motivated to upgrade and expand my skill set through mentorship and challenging projects. I enjoy working collaboratively but can also run with projects independently. I am excited about the prospect of joining a Ingoude company.

- Communication skills verbal and written
- Administrative expert
- Managing priorities
- Proactivity
- Advising
- Coaching
- Active listening
- Teamwork
- Recruitment and selection
- Employee experience expertise
- Command of technology
- Being analytical and data-driven
- HR reporting skills
- Commercial awareness
- Cultural awareness and sensitivity
- Wellbeing evangelism

EDUCATION

2022 MAY HUBSPOT CONTENT MARKETING CERTIFICATION

2022 HUBSPOT SOCIAL MEDIA MARKETING CERTIFICATION

2022 FEB UDEMY SEO CERTIFICATION

BCA 2017-2020 CCSU