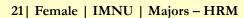
Kashish Suresh Khanchandani





ACADEMIC ACHIEVEMENTS					
MBA (HRM)		2023-2025	Institute of Management Nirma University		
BBA		2020-2023	Shri Mahaveer College, Rajasthan V	University 66.50 °	
XII CBSE		2019-2020	Candlewick Public School, Jair	pur 75.80 °	
X CBSE		2017-2018	Candlewick Public School, Jaip	Candlewick Public School, Jaipur 66.20	
FIELDWORK & LIVE PROJECTS					
Human Resource In	tern		Astral Limited	Aug 2023 – Sep 2023	
Project based: Standardization of Policies and SOPs	 Researched and covered general policies and SOPs followed in an organization Studied the SOPs and policies of all the verticals (pipes, Adhesive, paint) of Astral Limited Create a standardized document outlining clear guidelines for maintaining HR business processes Suggested effective ways to educate employees about the company policies and SOPs 				
POSITIONS OF RESPONSIBILITY					
Sports Committee, IMNU			or at Sports Committee, IMNU (2023-25) ganizing various Sports Events on intra–colleg	ge, University, and National leve	