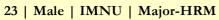
Saurabh Thakur



NIRMA <u>UNIVERSITY</u>
INSTITUTE OF MANAGEMENT
NAAC ACCREDITED 'A+' GRADE

ACADEMIC ACHIEVEMENTS					
MBA (HRM)		2023-2025	Institute of Management, Nirma University		
B.Sc in Hospitality an		2018-2021	Institute Of Hotel Management Hajipur, Bihar	72.00 %	
Adminstration					
XII CBSE		2016-2017	MGM Higher Secondary School Bokaro, Jharkhand		
X CBSE		2014-2015	Kendriya Vidyalaya Chhapra, Bihar	87.40 %	
FIELDWORKS & LIVE PROJECTS					
Courtyard By Marriott Ahmedabad Aug 2023 – Se					
HR Intern	• W	orked on Talent A	cquisition, in which I did sourcing of resumes and scheduli	ing the interviews	
	Responsible for completing the Joining Formalities of New Joinees				
	Conducted Fun Fridays a 15min-30min associate engagement activity				
	• As	ssisted Training M	anagers in Uploading the Employee Trainings Online		
WORK EXPERIENCE					
Reliance Retail Limited				Oct 2021 – Apr 2023	
Assistant Manager	• M	anaging a team o	f 20 Associates directly reporting to me		
	Worked on Store Dashboard and kept it in Green Zone in the Cluster				
	• Worked on Inventory Management from time-to-time replenishment and preventing it from ageing and on Outdoor Marketing				
	• H	andling Custome	r complaints both Online and Offline		
INTERNSHIPS					
			Marriott Suites Pune	Dec 2019 – Mar 2020	
Industrial Trainee	• H	andled Day to Da	y activities at hotel in different departments		
	• R	esponsible for As	sisting Guests with their queries		
	• Re	esponsible for Mai	ntaining the Newly Joined Trainees Data		
	• Av	warded as Star Inte	ern Award during the Internship		