DEEPALI K. PANCHAL

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**To obtain a position where my qualifications and practical knowledge in HR & Marketing can be applied, developed and challenged in a dynamic organization.**

**Currently in Dubai.**

# ACADEMIC CREDENTIALS

I have cleared MBA with dual specialization Human Resources and Marketing with grade A from SIKKIM MANIPAL UNIVERSITY (FULL TIME), Vadodara in 2009.

I have cleared BACHELOR OF COMMERCE with from MAHARAJA SAYAJI RAO UNIVERSITY in 2005

I have cleared H.S.C examinations of GUJARAT HIGHER SECONDARY EXAMINATION BOARD from NAVYUG ENGLISH MEDIUM SCHOOL, Vadodara in 2002.

I have cleared S.S.C. examination of GUJARAT SECONDARY EXAMINATIONS BOARD from NAVYUG ENGLISH MEDIUM SCHOOL, Vadodara in 2000

# WORK EXPERIENCE

Currently working with **ACUMEN360 Consulting & HR Solutions** as a **Senior Recruitment Consultant from September 2019 to till date**

**Job Responsibilities: Understanding Clients requirements, employing recruitment methods to attract candidates through Naukri Portals, Linked In. Evaluate Resumes and Applications,**

**Sourcing the candidates through databases, Social Media. Assume responsibility of pre-interviewing screening, match most suitable candidates to different positions, Create Relationship with the Job Seekers, Closing the positions according to the requirement.**

Previously was working with **C K SKILLS RESEARCH & DEVELOPMENT PVT LTD**. As a **Manager Operations** (From Feb 2014 to July 2019).

**Job Responsibilities: Handling entire process of Training and Education, Recruitment and Skill Assessment & Certification sector. A detailed KRA (Key responsibilities Areas). Authorized to check the official documents and handling management activities provided they are in the favour of the company as well as improving the operational systems processes & policies in support of the organization Vision & Mission specifically.**

Previously was working with **SINCLUS MARKETING SERVICES PVT LTD**. as a **Recruiter** and also handling administration work (From Aug 2012 to Oct 2013)

**Job Responsibilities: Attending calls, sourcing from Portals, scheduling interviews, closing positions.**

Previously was working with **FORTUNE SEARCH** as a Recruiter from Feb-2011 to Jan-2012.

**Job Responsibilities: Attending calls, sourcing from Portals, scheduling interviews, Closing Positions**

# PROJECT DETAILS

**MAJOR PROJECTS (DURING MBA HR)**

**Title** : A Project Report on Recruitment and Selection

**Company Name** : **BAJAJ ALLIANZ GEN. INS. CO. LTD**

**Duration** : **1 Month**

**COMPUTER SKILLS**

* Operating Systems : Win98, XP
* MS Office Suites : MS Word, MS Excel, Power Point

**HOBBIES / INTERESTS**

* Playing and Listening Music

**PERSONAL DETAILS**

Date of Birth : 18st July 1984

Gender : Female

Marital Status : Married

Current Location : Vadodara

Languages known : English, Hindi, Gujarati & Marathi.