**RAHUL DAS**  
**Ph-** 09998458002 / 09409572063  
**Email:** rahuld091@gmail.com

Ahmedabad, Gujarat  
------------------------------------------------------------------------------------------------------------  
To associate myself as an HR with an organization, which provides me the right opportunity to explore my skills to the expectations of the company as well as gain growth and newer milestones to aquire organizational goals and prove to be laudable asset for my organization.  
------------------------------------------------------------------------------------------------------------

**Qualifications:**

|  |  |  |
| --- | --- | --- |
| **Degree** | **Year** | **Institution** |
| PGDM (HR-Major & Marketing-Minor) | 2009-2011 | Parul Institute of Management (Gujarat) |
| B.A. (ENGLISH) | 2006-2009 | Kulti College, Bardhaman University, W.B. |
| 12th (Arts) | 2004-2006 | W.B.C.H.S.E. |
| 10th | 1999-2004 | W.B.B.S.E. |

**Summer Internship:**  
I have completed my 2 months Summer Internship at Damodar Valley Corporation (Central Govt.) in Human Resource. (1st May 2010 - 30th June 2010)  
Project Name: "Employer-Employee Relation at Damodar Valley Corporation"

**Research Paper:**  
Completed two research papers (2009 - 2011)  
Title :- `Emerging Scope of Tourism Sector in India'  
Title :- `Employee welfare and training-development'

**Computer Knowledge:**DIPLOMA IN COMPUTER APPLICATIONS (DCA) - 1 YEAR

**Job Experience:**  
1. **Adroit Learning & Manpower Pvt. Ltd. Ahmedabad** (Gujarat) From May 2011 to August 2012 (formerly known as Adroit Trainers & Consultants).

**Designation:** HR Executive (Recruitment & Training)

**Job Profile:** 1. Searching & Scanning candidates through various websites for different organizations.  
2. Head-hunting to search suitable candidate for every organization.  
3. Telephonic conversations/Telephonic interview.

4. Conduct/Schedule interview.

5. Conduct training programs (Outbound) with organizations (Adani, Zydus, Pepsi Etc).

2. **Country Club India Ltd, Ahmedabad** From September 2012 to April 2013

**Designation:** HR Executive

**Job Profile:** Overall Recruitment Process, Joining & Exit Process, Admin, Training & Development etc.

**3. IndusInd Bank, Ahmedabad** From April 2013 to November 2014

**Designation:** HR Executive

**Job Profile:** 1. Handling Recruitment process for all branches in Gujarat.

2. Conduct interviews.

3. Salary negotiation

4. Joining formalities & exit formalities.

**4. Axis Securities Ltd, Ahmedabad** from November 2014 to till date.

**Designation:** Regional HR (Gujarat & Rajasthan)

**Job Profile:** 1. Handling Recruitment process for all branches in Gujarat & Rajasthan.

2. Taking interviews for all profiles.

3. Salary negotiation

4. Joining formalities & exit formalities.

5. Employee Engagement.

**Personal Details:**  
Date of Birth: 17th February, 1989  
Father's name: Benoy Kr Das  
Maritial status: Single  
Languages: English, Bengali, Hindi  
Permanent Address: Gurunanak Pally, Ismile  
Asansol,PO- Asansol  
Dist- Bardhaman, Pin- 713301  
West Bengal  
  
I, Mr.Rahul Das, hereby declare that all the facts and details mentioned above are true to the best of my knowledge and belief.