

SNEHASHIS SHAW

STUDENT

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SUMMARY

Highly motivated student with a demonstrably strong analytical skillset. Leveraged prior NGO experience to an HR at Metvy. Eager to contribute data-driven solutions and analytical expertise to a dynamic team.

SKILLS

Technical Skills

- Power BI
- Tableau
- MS office

Soft Skills

- Critical thinking
- Attention to detail
- communication
- Strong problem-solving

WORK EXPERIENCE

CSA (Centre for Social Action)

HEAD • September'23 - February'24

Metvy

HR Generalist • November'23 - December'23

- Actively search for potential candidates on LinkedIn, identifying those with qualifications and experience relevant to open positions
- Review resumes submitted by candidates, assessing their skills and experience against job requirements to shortlist qualified applicants
- Schedule interviews, communicate with candidates, and prepared interview materials to facilitate the hiring process
- Assist with onboarding new hires by collecting information, processing paperwork, and ensuring a smooth integration into the company
- maintain an organized system for candidate information, using an Excel sheet to track and manage applicant details throughout the recruitment process

Little Sisters of the Poors

Summer Intern • July'23 - August'23

- Teach old people to how they can use their skills in a different way
- served and organized events for the old people who stay there.
- gained firsthand experience with Corporate Social Responsibility initiatives

EDUCATION

BBA - Business Analytics

Christ (Deemed to be) University Pune lavasa Campus-The Hub of Analytics • 2022-2025

CERTIFICATIONS

Introduction to Tableau

Entrepreneurship

Google Analytics Certification

HR: Payroll