

PURVA SALVI

A-005, Shivsagar -II, behind shashtri vidyalaya, Pimpalwadi, Virar (E), Mumbai -401305.

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CAREER OBJECTIVE:

Aspire to belong from an organization where with the help of my skills and knowledge I can gain practical exposure and understand the inner working of the company and to contribute, perform and learn under different challenging scenarios as well as grow individually.

EDUCATIONAL QUALIFICATION:

- Completed Masters in Tourism Management from Garware Institute of Career, Education & development, University of Mumbai, Santacruz in Oct 2020. (6.03 CGPA)
- Completed Graduation in B.sc (Biotechnology) from Ramnarain Ruia college, Matunga, University of Mumbai in Mar 2018. (5.43 CGPA)
- Completed HSC from Viva College, Virar in year 2015. (58.77)
- Completed SSC from Kashidas Ghelabhai High school, Agashi, Virar in year 2013. (83.82%)

WORK EXPERIENCE:

- Worked in Willpower Consultants as an HR consultant (From May 2021 to sept 2021)

Roles & Responsibilities:

- Understanding the client's requirement
- Sourcing candidates through various job portals like naukri.com, shine.com, social networking sites
- Shortlisting the candidate through various modes like telephonic screening, technical screening, finally checking the interest level of the candidate towards the firm and as per the requirements specification
- Understanding salary fitment and taking care of salary negotiations
- Follow up with the selected candidates to confirm their date of joining
- Ensure client requirements is closed with the given time.

- Worked as a trainee in the Leisure travel outbound department – Europe with Thomas Cook (INDIA) (March to May 2019)

Roles & Responsibilities:

- Confirmation of Services (Hotel)
- Creating Vouchers for sightseeing
- Creating Rooming list for hotels
- Managing tour Cost slabs according to each tour

PERSONAL DETAILS:

Father: Ganeshprasad Jayram Salvi (Supervisor – Indian Railways)

Gender: Female

Date of Birth: 8th August 1997

Languages Known: English, Hindi, Marathi.

Hobbies: Travelling, Cooking & Reading.