

SONALI GOYAL

Phone: 8989805055

Email: sonagoyal5055@gmail.com

Date of Birth: 11/10/1997

Gender: Female

Marital Status: Single

Address: Paharganj, New Delhi.

Nationality: India

An experienced HR Manager with 2 years of experience in managing human resources for various companies. Proficient in managing HR functions including recruitment, onboarding, performance management, benefits administration, and employee relations. Demonstrated expertise in developing and implementing HR policies and procedures, training and development programs, and HR technology systems. Skilled in managing and leading a team of HR professionals to deliver effective HR solutions and support to the organization.

Work Experience

April 2022 -
Feb 2024

Senior Customer Executive

Q CONNEQT BUISNESS SOLUTIONS LIMITED

Indore, Madhya Pradesh

- Taking care of all work related to operations activities.
- Providing exceptional customer service.
- Resolving queries pertaining to customer issues regarding product purchases from Myntra and account- related concerns.

Education

April 2014 -
March 2016

Commerce - Sant Paul E.I. Higher Secondary School

10th & 12th

Gwalior, Madhya Pradesh.

August 2016 -
April 2019

HR - IPS College Of Technology & Management

BBA

Gwalior, Madhya Pradesh.

July 2019 -
May 2021

HR - IPS College Of Technology & Management

MBA

Gwalior, Madhya Pradesh.

Certificate

July 2017

Recruting Certificate in PNB Metlife Insurance Pvt. Ltd.

Skills

Operational Skills

Problem Solving Skills

Leadership Skills

Management Skills

Hobbies

Cooking

Dancing

Referees

Available on Request