

VAISHNAVI GADHE

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SUMMARY

I hold an MBA in Human Resource Management and have over one year of hands-on experience in end-to-end recruitment across both IT and non-IT domains. With a foundational degree in Psychology, I bring valuable insights into human behavior, motivation, and employee engagement. My core competencies include talent acquisition, onboarding, candidate screening, interview coordination, HR analytics, and stakeholder management. I am passionate about continuous learning, perform well under pressure, and am dedicated to fostering people-centric HR practices that drive organizational success.

STRENGTHS AND EXPERTISE

- End-to-End Recruitment (IT & Non-IT)
 - Talent Acquisition & Onboarding
 - Candidate Screening & Interview Coordination
 - HR Analytics & Reporting
 - Employee Engagement & Motivation
 - Strong Interpersonal & Communication Skills
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 - Stakeholder & Relationship Management
 - Understanding of Human Behavior (Psychology Background)
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PROFESSIONAL EXPERIENCE

PEOPLEFY info solutions.

March 2025 - present

HR Executive

Recruited for various reputed companies, including multinational corporations, managing hiring across diverse locations. Approximately 70% of roles were IT-based and 30% Non-IT. I handled end-to-end recruitment processes—from sourcing and screening to interview coordination, offer rollout, and onboarding. I consistently collaborated with hiring managers to understand role requirements, aligned strategies accordingly, and maintained a strong focus on providing a positive candidate experience.

Accomplishments:

- Hands-on experience with major job portals (Naukri, LinkedIn, Indeed)
- Strong proficiency in advanced Boolean search techniques
- Successfully met hiring deadlines while maintaining quality of hires
- Tracked and analyzed recruitment metrics to enhance hiring efficiency
- Ensured compliance with internal policies and industry standards

VEDIC SYSTEM PVT LTD.

June 2024 - sept 2024

Trainee HR - Recruitment

As an HR Intern at Vedic Systems, I gained hands-on exposure to a wide range of HR functions in a fast-paced corporate environment. This internship provided me with a strong foundation in core HR practices and helped me understand the practical application of HR theories. I worked closely with the HR team to support various functions and contributed meaningfully to daily operations.

Accomplishments:

- Assisted in the recruitment and selection process
- Supported onboarding of new employees
- Helped manage employee engagement and relations
- Contributed to performance management activities
- Engaged in training and development initiatives
- Assisted with HR data analysis and reporting

PROCESS-AID-SYSTEMS - Project

HR INTERN

During my internship, I gained valuable exposure to core HR functions and professional workplace practices. I developed a strong understanding of HR processes, contributed to team efforts, and aligned closely with the company's culture and values.

Accomplishments:

- Hands-on involvement in recruitment and selection
- Experience with HR software tools
- Promoting employee engagement
- Supporting performance management activities
- Practicing professionalism and teamwork

Speak out, Seek Help

Speaker

I actively supported student development by offering motivational guidance, organizing educational events, and providing personalized counseling to help them make informed academic and personal decisions.

Accomplishments:

- Collaborated with educators and professionals to design webinar content relevant to student needs.
- Used real-life examples and storytelling techniques to connect with and motivate listeners effectively.
- Maintained confidentiality and sensitivity while addressing students' personal concerns during counseling sessions.
- Collected and analyzed feedback to improve future guidance sessions and events.

EDUCATION

MIT ADT UNIVERSITY

MBA in Human Resource Management
2023-2025

MIT ADT UNIVERSITY

BSc. Integral Psychology
2020-2023

Namo RIIMS Junior College

Hsc - science
2018-2020

Dhruv Academy

Ssc-CBSE board
