

# Radha Anand Rajwade

A1/28 Shri Sai Enclave Society, Tejasnagar, Kothrud, Pune 411038  
9130456832 | radharajwada@gmail.com

## Objective

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MBA graduate with a specialization in Human Resource Management and internship experience in recruitment, onboarding, and talent management of blue-collar employees. Seeking an opportunity to build on my HR skills and contribute to a growth-oriented organization through an internship or entry-level role.

## Experience

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- Cummins India Limited** 12 June 2024 - 12 August 2024  
HR Intern  
During my internship, I supported the HR team in the talent management process by assisting in the recruitment and onboarding of blue-collar employees, and by maintaining accurate employee documentation, gaining hands-on exposure to core HR operations.

## Education

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- Savitribai Phule Pune University** 2022  
Bachelor In Commerce ( BCom)  
A+
- Institute of management and career courses (IMCC)** 2025  
Masters in Business Administration (MBA)  
First Class

## Skills

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- Recruitment & Onboarding (Basic knowledge)
- Talent Management Concepts
- HR Documentation & Filing
- Communication & Interpersonal Skills
- MS Office & Google Workspace
- Teamwork & Adaptability

## Projects

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- Effective Implementation of Talent Management**  
Conducted an academic project as part of the MBA curriculum, focusing on how talent management strategies influence employee performance and development. The study emphasized recruitment and career development practices for blue-collar employees and included analysis of HR operations, documentation.

## Achievements & Awards

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- Achieved Certificate in HR Management Assessment by Learn Tube.ai
- Achieved Certificate in Hiring and Onboarding of employees by Coursera

## Interests

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- Badminton
- Painting

## Languages

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- Marathi
- Hindi
- English