



SAYAK ROY

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6B/3, BHUBANMOHON ROY ROAD, SAKHERBAZAR, BARISHA, KOLKATA:700008.



OBJECTIVE

To be a part of an organisation where I can devote myself fully and joyfully give out best of my talents and skills to become strong asset.



PERSONAL DETAILS

Date of Birth : 11/11/1992

Marital Status : Single

Nationality : Indian



SKILLS

IDS SOFTWARE

PAYROLL PROCESSING

RECRUITMENT PROCESSING

MAINTAINING EMPLOYEES' FILES AND DATA

GOOD COMMUNICATION AND RELATIONSHIP WITH EMPLOYEES



INTERESTS

Exercise/Gym



LANGUAGE

English

Hindi

Bengali



EXPERIENCE

- COMPLETED

DoubleTree by Hilton, Goa
Internship

August '18 -
February '19

Graces
Resort,Bhopal(Formerly
Clarks Group)
JOB TRAINING IN
HUMAN RESOURCES

April '19 -
November '19

Graces
Resort,Bhopal(Formerly
Clarks Group)
ASSISTANT- HUMAN
RESOURCES
Handling Payroll,
Recruitment process,
Employee Engagement
Activity, Joining
formalities, Employees'
Files.

- CURRENTLY
WORKING

Sarovar Portico,
Ahmedabad
EXECUTIVE-HUMAN
RESOURCES (HOD)
Handling Payroll,
Statutory Compliances,
Recruitment process,
Employee Engagement
Activity, Joining
formalities, Employees'
Files.



EDUCATION

2018

IIHM KOLKATA
MBA IN HOSPITALITY
MANAGEMENT
72.5%