

Vikram Sawant

Associate – Learning & Development

E-mail

vikramsawant0@gmail.com

Phone

787-571-6970

Linkedin

Linkdedin.com/vikram-sawant

Personal Info

Date Of Birth

1st June 1992

Gender

Male

Marital Status

Married

Address

At/Po - Mohi, Tal – Khanapur,
Dist – Sangli, Maharashtra – 415307.

Skills

Training MIS

LMS Administration

Human Resources

Microsoft Excel

Microsoft Power Point

Microsoft Word

Vendor Management

General Administration

Training & Development

Employee Engagement

Employee Query Resolution

Languages

English

Hindi

Marathi

HR L&D Professional with 4.8 year of experience specializing in Human Resources for Pharmaceuticals company. I can handle role of L&D executive, LMS administration and HRBP at the level. My greatest strength are L&D administration and HR analytics.

Professional Experience

Emcure Pharmaceuticals Ltd.(Phase II, MIDC, Hinjawadi, Pune)

As Training Admin (1st Sep 2017 to till)

Emcure Pharmaceuticals Ltd. (Phase II, MIDC, Hinjawadi, Pune)

As Administrator on contract basis (27th Apr 2015 to 31st Aug 2017)

ICICI Bank Ltd. (Vita Branch, Sangli)

As Junior Officer (27th Dec 2013 to 14 Oct 2014)

Educational Qualification

Degree	College/School	University/ Board	Year	%age	Class.
PGDHRM	Symbiosis Centre for Distance Learning	SCDL	2020	65.00%	First
B.A.	S.M. College Khanapur.	Shivaji University	2012	59.00%	Second
H.S.C.	S.M. College Khanapur.	Kolhapur Board	2009	52.00%	Second
S.S.C.	Adarsh Vidhyalay, Mohi, Khanapur	Kolhapur Board	2007	44.00%	Second

Additional Certification/Qualification

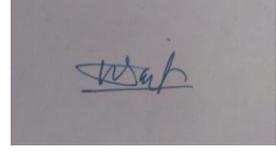
Degree	College	University/ Board	Year	%age	Grade.
Tally(ERP 9)	Varad Computers, Khanapur	AICPTR	2013	72.00%	A
MS-CIT	Varad Computers, Khanapur	MSBTE	2012	75.00%	A

Additional Skills

90WPM Typing Speed, MS Office Suite, Public Speaking, Interpersonal Communication, Time Management, Adaptability and Workday

Date : / /

Place :

A rectangular box containing a handwritten signature in blue ink. The signature appears to be 'Vikram Appa Sawant' written in a cursive style.

(Vikram Appa Sawant)