

DHANANJAY DORA

|  |  |
| --- | --- |
| **PROFILE**To work as a Teaching Professional, because I have the capability to make things understand in a best possible way to students which is according to their level of Understanding. Was only working as a **Part Time** tutor Previously but now I want to **grow my career** in **Teaching** only.**CONTACT****PHONE:**9997600426**Email**dhananjaydora14@gmail.com**Linked in**[www.linkedin.com/in/dhananjay-](http://www.linkedin.com/in/dhananjay-dora-99399515) [dora-99399515](http://www.linkedin.com/in/dhananjay-dora-99399515)**Location**Dehradun, India | **EDUCATION****Shri Guru Ram Rai University 2017 – 2020**(Completed **BCom (Hons.)** with 75% marks)**St. Thomas College 2016-2017**(Completed **Intermediate** with 70% marks)**2014-2015**(Completed **High School** with 75% marks)**WORK EXPERIENCE** **( Teaching Experience)** **1 Currently Working as a Reasoning and Mathematics Faculty in Pahal Institute to prepare the students for NID, NIFT etc.** **2 Having an experience of Almost 2 year in Teaching the Students of Class 7th, 8th, 9th and 10th. Major Subjects are Mathematics and Physics.** **( IT Experience)****3 Outworks Solution [ Talent Acquisition Member]**From **March 2021 – August 2021****(Recruiting for IT as well as Non-IT Sector)****Roles and Responsibilities**1. Screening the Candidates
2. Scheduling the Interviews
3. Releasing the Offer Letter
4. Making the Candidate Onboard
5. Doing all the Back Ground Verification

**4 White Bulb Technologies [ HR Recruiter]**From **December 2019 –** To **February 2021**Roles and Responsibilities* 1. Screening the Candidates
	2. Scheduling the Interview
	3. Working on Documents
	4. Making the Candidate Onboard

 |

* Well versed in MS Office
* Taking on Challenges
* Great Grasping Power
* Good Communication Skills
* Hard as well as Smart working