**Kiran kataria**

**Targeting a job opportunity in HR Defence phase II**

**0333-7177471** **Kirankataria2014@gmail.com Summary**

To work in an organization where I use my skills and knowledge to deliver value added results as well as further enhance my learning & develop my career.

# Education

Iqra University **,** Karachi

**(**Bachelors in Business Administration**)**  completed 2019

Iqra University, Karachi

Pursuing (Master of business administration)

# Skills

* Computer skill (MS-Word & Power Point).

* Time management, leadership and team work ability.

* Good presentation skill

* Efficient in organizing the task

* Fast English typing speed

* Ability to work in highly pressurized and challenging working environments

**Achievement/Workshops**

* Participated in nestle competition

* Attended world mental health day seminar
* Member of let’s talk at Iqra University
* Canon attended the fashion and wedding photography workshop

# Projects and Reports

* Launch a product with marketing plan in marketing

* Research in writing research report on celebrity endorsement

# Experience

Company: Redbox

Designation: (Marketing & HR)

Duration: 02 months

Company: Sajjad Restaurant Designation: (HR) Duration: 01 month.