

HEER BRAHMBHATT

MASTERS OF SOCIAL WORK

☎ 9537077555

heerbrahmbhatt0723@gmail.com

ABOUT ME

I am a motivated and detail-oriented Master of Social Work (MSW) student from The Maharaja Sayajirao University of Baroda, passionate about building positive and productive workplaces. Through academic learning and field experience across corporate, hospital, and community settings, I have developed strong skills in recruitment, employee engagement, learning and development, and HR operations.

INTERNSHIP & FIELDWORK EXPERIENCE

RELIANCE INDUSTRIES LTD-VMD | Fieldwork Trainee December 2025 – April 2026

- Assisted in employee documentation, record maintenance, and verification processes.
- Learned and observed recruitment procedure, including joining formalities.
- Observed and analyzed Industrial Relations (IR) issues, supporting insights into employee-management interactions.
- Gained practical exposure to Labour law compliance, including the Maternity Benefit Act, Bonus Act, ESIC Act, and Provident Fund supported related organizational processes.

SUN PHARMACEUTICAL INDUSTRIES LTD. | Human Resource Intern | May 2025 – June 2025

- During my internship at Sun Pharma, I worked closely with the HR Operations team to understand the functioning of HR systems in a large manufacturing organization.
- Supported the complete recruitment and selection process, including preparing job postings, shortlisting candidates through Naukri.com, and coordinating interviews between hiring managers and applicants.
- Assisted the Talent Acquisition team in tracking recruitment progress using Excel dashboards, ensuring timely updates to HR management.
- Enhanced practical understanding of HR policies, documentation, and data-driven HR practices

INTEGRATED COUNSELING AND TESTING CENTRE (ICTC), SSG HOSPITAL, VADODARA | Fieldwork Trainee August 2025 – November 2025

- Conducted research on “Myths and Misconceptions about HIV among Patients Seeking Testing at SSG Hospital.” The project involved data collection, analysis, and report preparation.
- Conducted awareness sessions at construction sites and rural areas for the Samanvay Group on topics such as health, hygiene, HIV/AIDS prevention, and social welfare schemes.
- Participated in referrals to ART and PPTCT centers for HIV-positive clients, coordinating between patients and departments.

NATIONAL SERVICE SCHEME (NSS) | Fieldwork December-2024 - March-2025

- Participated in multiple community development and health initiatives such as cleanliness drives, blood donation camps, and health awareness sessions.
- Supported event logistics and volunteer management for gender sensitization and environmental programs.
- Strengthened leadership, collaboration, and organizational skills through on-ground coordination and community engagement

DENA VILLAGE (RURAL PRACTICUM) | Fieldwork August 2024 – November 2024

- Gained practical exposure to community behavior, leadership, and needs assessment through surveys, discussions, and field visits.
- Conducted awareness and motivational programs on education, hygiene, malaria prevention, and tobacco control.
- Developed strong communication, empathy, teamwork, and problem-solving skills through active community engagement

ANANT ENTERPRISES (SATYA GROUP) Marketing Executive – Vadodara Region

October 2022 – September 2023

- Managed client inquiries and leads for Satya Group (Vadodara region) and coordinated with national and international clients through Anant Enterprises.
- Maintained client records, prepared quotations, and ensured timely marketing and after-sales communication.
- Worked with the Marketing Manager to align customer expectations with production and delivery timelines, developing negotiation and relationship management skills.

EDUCATION

Master of Social Work

The Maharaja Sayajirao University of Baroda
2026

Bachelor of Commerce

The Maharaja Sayajirao University of Baroda
2024

VOLUNTEERING & LEADERSHIP EXPERIENCE

- **Industrial Relations Conference (GEO, Gujarat Employers Organization):**
Assisted in pre-event registration, session scheduling, and speaker coordination; interacted with industry experts and HR leaders to understand trends in industrial relations, employee welfare, and compliance.
- **Management Week & HR Convention (Faculty of Social Work):**
Served as a leadership volunteer handling event planning, logistics, and coordination for HR-focused academic programs.

CERTIFICATIONS

- Naukri Maestro Recruiter, Naukri.com – June 2025
- Power BI Workshop, Office Master – July 2025

SKILLS: Adaptability, Teamwork & Leadership, , Time Management

LANGUAGE: English | Hindi | Gujarati