

NAME: ROHAN MADHOK

DATE OF BIRTH: 21/11/1986

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ACADEMICS

- Griffith University, Gold Coast: Australia, **Bachelors in Business** (Management Major & Human Resources Minor), 2008.
 - Queensland Institute of Business & Technology, Brisbane: Australia, **Diploma of Commerce**, 2006.
 - Mithibai College, Mumbai: Maharashtra State, **Higher Secondary Certificate Examination** (Commerce), 2004.
 - Bombay Scottish School (Mahim), Mumbai: Std. 10, **Indian School Certificate Examinations**, 2002.
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COMPETENCIES

- Proven ability to lead and work in groups, adapt to responsibilities and work-pressures and deadlines, with exceptional commitment to quality.
 - Extremely quick and efficient in completing any kind of computer related tasks.
 - Effective communication skills and very helpful.
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PROJECTS

- "Understanding the functionality of the Steel portal, STEELeMART.com." giving valuable suggestions for enhancing interface, design & layout. (March 17th to April 30th 2004)
- Done research on strategies of multinational companies such as Thiess, Qantas, Seven-Eleven, SMART Car. Studied their internal and external environments, applied theories learnt and gave valuable recommendations in the form of reports, presentations and essays.
- Carried out detailed study on "Wyndham Vacation Resorts" HR department with specific reference to recruitment and selection, training and development, reward and recognition, career development, performance management, health and safety, and gave valuable recommendations on how to improve these functions.
- Helped in developing the HR manual for the company Dolphin Offshore Enterprises Private Limited, under supervision from the HR manager
- Trained for 3 months in the Information Technology Department at CMI FPE (Cockerill Maintenance & Ingénierie Flat product Equipments)