

## Contact

[www.linkedin.com/in/vanshika-sharma-b243b9249](https://www.linkedin.com/in/vanshika-sharma-b243b9249) (LinkedIn)

## Top Skills

Canva  
Employee Relations  
Hiring

## Languages

English (Professional Working)  
Hindi (Native or Bilingual)

# Vanshika sharma

HR Executive at Digisoft Solution (Hiring for UI/UX Designer || .NET Developer)  
Chandigarh, India

## Summary

, &! ' , - , , .

2 , , ##, , - - .

, , , .

?

# &

# &

# #

' , , , , & !

' , , !

---

## Experience

### Digisoft Solution

Human Resources Executive

November 2024 - Present (1 year 5 months)

Mohali district, India

As an HR Executive at Digisoft Solutions, I am dedicated to building a positive, collaborative, high-performing work environment that attracts top talent and supports employee growth. I play a key role in shaping and executing the HR strategy, ensuring that our company culture aligns with our innovation, integrity, and excellence values.

I am responsible for managing end-to-end HR operations, including recruitment, onboarding, employee relations, performance management, and talent development. I strive to ensure that every team member has the resources, support, and opportunities they need to thrive in their roles.

With a passion for fostering an inclusive and engaging workplace, I focus on implementing policies and programs that not only attract and retain the best talent but also encourage continuous learning, professional growth, and work-life balance.

At Digisoft Solutions, I'm excited to contribute to the company's success by empowering our employees and helping create an environment where they can achieve personal and professional success.

## Technaitra

### Human Resources Executive

September 2023 - October 2024 (1 year 2 months)

Mohali district, Punjab, India

Manage incoming and outgoing posts, schedule interviews, and manage calendars and diaries on the online system. Learn the employee benefits program including paid time off, and other benefits offered by the company. Learn how to complete payroll and maintain payroll records effectively

---

## Education

### Lovely Professional University

Master of Business Administration - MBA, Human Resource and Marketing · (2023 - July 2025)

### Himachal Pradesh University

Bachelor of Business Administration - BBA, Human Resources Management · (2020 - 2023)