



KINDLE THE LIGHT

A PROJECT REPORT ON  
**EMPLOYEE RECRUITMENT AND RECORD  
MANAGEMENT**

SUBMITTED TO

St. Mira's College for Girls, Pune

Autonomous (Affiliated to Savitribai Phule Pune University)

UNDER THE GUIDANCE OF

PROF. ABHRADITA CHATTERJEE NAHVI

FOR THE PARTIAL FULFILLMENT OF BACHELOR  
OF BUSINESS ADMINISTRATION  
(S.Y.B.B.A 2023-24) SEMESTER - IV

BY:

SHREYA MISHRA (9165 /B221060)



**SADHU VASWANI MISSION'S**  
**St. Mira's College For Girls, Pune**  
**Autonomous (Affiliated to Savitribai Phule Pune University)**  
**Reaccredited by NAAC- A Grade, cycle 3**  
**[ARTS, COMMERCE, SCIENCE, BSc (Computer Science), BBA, BBA(CA)]**  
**6, Koregaon Road, Pune-411001. [INDIA]**

## CERTIFICATE

This is to certify that Ms. Shreya Mishra (9165/B221060) has successfully completed in Project titled Business Exposure in Employee Recruitment and Record Management in HRM specialisation. The same constitutes a part of S.Y.B.B.A curriculum for the academic year 2023-24.

*19/04/2024*

Project Guide  
(Abhradita C Navhi)

*[Signature]*

External Examiner  
(*Dr. Sandeep Rathod*)

*Jayar*

Principal Incharge  
(Dr. Jaya Rajagopalan)

*[Signature]*

Student Sign

