

CURRICULUM VITAE

Murukhapriya Durairaj

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OBJECTIVE:

To secure an entry level position in the human resources industry where I can effectively use my interpersonal and communication skills for organization growth.

EDUCATIONAL QUALIFICATIONS:

- **MBA (HR and Business Analysts)** in Vivekanandha Institute of Information and Management Studies affiliated to Anna University July 2023 with an aggregate of **8.1 CGPA**
- **B.com. (Commerce)** in Vellalar College for Women (Autonomous) affiliated to Bharathiar University June 2021 with an aggregate of **7.5 CGPA**
- **HSC** in Kongu Matric Hr. Sec. School, Karumandampalayam, Erode TN, March 2018 with an aggregate of **90.4**.
- **SSLC** in Kongu Matric Hr. Sec. School, Karumandampalayam, Erode TN, March 2016 with an aggregate of **97.0**.

ACADAMIC PROJECT:

Project Title : Employee Retention Strategies

Duration : 4 Months

Description : Managed the employee referral program, resulting in a 50% increase in referral from current employees.

TECHNICAL KNOWLEDGE:

- MS Office applications
- Open office applications
- Digital marketing

KNOWN LANGUAGES:

- Tamil (Speak, Read, Write)
- English (Speak, Read, Write)

STRENGTHS:

- Operate independently and good team player.
- Effective listening skills
- Able to perform in critical situations.
- Quick learner who adapts quickly to change and eager to learn new Technologies.
- Motivated & Goal Orientated.
- Quickly adapt to new employment guidelines and procedures.

EXTRA CURRICULAR ACTIVITIES:

- 2nd Runner up in Mehndhi - District level competition
- Bronze medalist in JCI excel examination – District Third Place
- Silver medalist in Standard Aptitude Test – District Second Place
- 1st Winner in Throw ball – District level competition

CERTIFICATIONS:

- Virtual Interview
- Resilience and mental well being
- Health and hygiene management
- CII IWN on preparing for the interview
- Introduction to CII IWN (Campus to career)
- Women and technology – Challenges for the future.

PERSONAL SNIPPETS:

Name : Murukhapriya Durairaj
Date of Birth : 25.06.2001
Gender : Female
Languages Known : Tamil,
English Nationality : Indian
Present Address : 40/1, Vattakkalvalasu, Malayampalayam (po)
Erode – 638154

DECLARATION:

I hereby declare that the information furnished above is true to the best of my knowledge and belief.

Date: 15/07/2023
Place: Erode.

Yours sincerely,
(Murukhapriya Durairaj)