



HR

ARUN KUMAR M

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OBJECTIVE

To work in highly professional environment that requires innovation and dedication leading to achievement of organizational goals and objectives.

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skill. Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

SKILLS

- MS OFFICE
- RECRUITMENT SKILLS
- LEADERSHIP SKILLS
- TEAM HANDLING
- COORDINATING
- COMMUNICATION
- COLLEGE NCC
CADET

EXPERIENCE

ASSISTANT STORE MANAGER • MORE RETAIL LTD CHENNAI • AUG 2021 - MAR 2022

Roles and Responsibilities

- Store management
- customer handling
- employees management
- problem solving

HR EXECUTIVE • OMEGA HEALTH CARE TRICHY • JUNE 2022 - DEC 2023

Roles and Responsibilities

- Recruitment process
- Certificate verification
- Employees payroll
- One and one session with employees

EDUCATION

- MBA From Jamal Mohamed College. Trichy Secured at 89%
- BBA From Jamal Mohamed College. Trichy Secured at 75%
- 12th From Bishop Heber Higher Secondary School. Trichy. Secured at 65%
- 10th From Bishop Heber Higher Secondary School. Trichy Secured at 55%

SPECIALISED IN

- FINANCE
- HUMAN RESOURCE MANAGEMENT
- MARKETING

PERSONAL PROFILE

FATHER NAME : MURUGAN A
DATE OF BIRTH : 15.06.1999
SEX : MALE
MARTIAL STATUS : SINGLE
RELIGION : HINDU
NATIONALITY : INDIAN
LANGUAGES KNOWN : TAMIL, ENGLISH

DECLARATION:

I do here by that all the above-mentioned information are true and complete to the best of my knowledge and belief and nothing has been canceled or distorted.

THANKING YOU

DATE :

YOURS FAITHFULLY

PLACE :