

# ANGULAKSHMI PRIYA V

## CONTACT

 Trichy, India 620001  
 +91 9790313942  
 priya44429@gmail.com

## SKILLS

- Organisational strategies
- Business development
- Operation management
- Staff appraisals

## ADDITIONAL INFORMATION

- DOB: 29.04.1994
- Alternate Contact details: +91 9791701919
- Relationship: Married
- Languages known: Tamil and English

## SUMMARY:

*Providing Exceptional Service ... Building Loyal Relationships ... Recruitment Skills ... Administration Skills*

- Dynamic management service provider professionally experienced in both *recruitment and Administration*.
- Productive relationship builder; excel at listening to management needs, articulating product benefits and creating solutions that provide value to the Organization.
- Highly professionaldependable, reliable and able to perform duties with minimal supervision.

## EXPERIENCE

January 2021 - July 2022

**Executive *Shiva Automobiles*, Trichy, India**

- I worked as an Ass.HR in my previous organization
- My day to day tasks will be related to Interview scheduling, Following up with candidates, Payroll allocation, ESI and EPFO tasks.

## EDUCATION

2016

**Master of Business Administration Human Resources**  
**Shrimati Indirira Gandhi College, Trichy**

- Successfully completed Internship with BSNL and also completed my final year project with BSNL under Employee satisfaction