



SUJISHNA R

ABOUT

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 sujishnaramakrishnan@gmail.com

 Palakkad, Kerala, India

PERSONAL INFO

Nationality : Indian
Gender : Female
Date of Birth : 13/06/2002
Marital Status : Single

KEY SKILLS

- Communication
- Adaptability
- Teamwork
- Time Management
- Problem-Solving
- Decision-Making

EDUCATION

 **MBA (HR &logistics and Supply Chain Management)**

Nehru College Of Management, Coimbatore
2024

 **BBA (Computer Application)**

Sree Narayana Guru College, coimbatore
2022

PROFILE SUMMARY

Highly adaptable **MBA Graduate** with expertise in HR, Logistics, and Supply Chain Management. Skilled in strategic management, operations, and organizational behavior. Eager to contribute to dynamic organizations with passion and academic achievements.

INTERNSHIP

Recruiter Intern

Hashone Careers Private Limited, Tamil Nadu , India

June 2023 - August 2023

Duties & Responsibilities

- Screen Resumes and applications to identify qualified candidates.
- Communicate necessary information to candidates regarding interview details, company information, and next steps.
- Coordinate with hiring managers to identify staffing needs and determine selection criteria.
- Source potential candidates through online channels, job boards, social media, and professional networks.
- Plan interview and selection procedures, including screening calls, assessments, and in-person interviews.

Intern Trainee

Airport authority of India

June 2023

Duties & Responsibilities

- Observing and learning from experienced professionals in the field to gain practical knowledge and skills.
- Participating in training sessions, workshops, and seminars to enhance professional development.
- Shadowing and assisting colleagues in various departments to gain exposure to different areas of the organization.

LANGUAGES KNOWN

Malayalam

English

Tamil

SOFTWARE PROFICIENCY

- **MS Office**
Word | Excel | Power Point
- **SPSS**

CERTIFICATION & ACHIEVEMENTS

- Awareness / Training program under National Intellectual Property Awareness Mission ,
January 23,2023
- Participated In The "Out Bound Training Programme" In Nehru Out Bound For Leadership Excellence (Noble)
October 25, 2023

Intern Trainee

Noyce software technology, Kerala, India

March 2022

Duties & Responsibilities

- Attending meetings and taking notes to gain insights into organizational processes and decision-making.
- Collaborating with team members on cross-functional projects to learn teamwork and project management skills.
- Demonstrating enthusiasm, initiative, and a willingness to learn in all assigned tasks and projects.

PROJECT

- Ways to enhance employees decision-making skills using Reskilling and Upskilling the new future work-an empirical study with special reference to Hashone Careers coimbatore.
- A study on consumer preference towards VKC footwear with special reference to kalmandapam, Palakkad

CONFERENCE

- Title:The strategic decision-making mode for make or buy decision
Place:Hyderabad
- Title: Trends and innovations in Management Science
Place: Coimbatore

DECLARATION

I hereby declare that the above written particulars are true and correct to the best of my knowledge and belief.

SUJISHNA R