



J Ram Priya

Mobile no: 9500413684

Email: priyajawahar9500@gmail.com

CAREER OBJECTIVE

To work for an organisation which provides me the opportunity to improve my skills and knowledge growth along with the organisation.

ACADEMIC CREDENTIALS

Grade	School/College Name	Board/University affiliated	Percentage of Marks obtained	Class/Division
UG (B.com)	Sri Krishna Adithya College of Arts and Science	Bharathiar university	73.765%	1 st class
HSC	Kendriya Vidyalaya	CBSE	74.4%	1 ST class
SSLC	Kendriya Vidyalaya	CBSE	62%	1 st class

EXPERIENCE

COGNIZANT- Process Executive (7 Months)

- Global service desk.
- Dealing with customer queries and resolving the issues through live chat support.
- Resolving the issues through webex remote tool.
- Creating ticket through BMC REMEDY PORTAL for each issue and closing the ticket after the resolution is given.
- Tracking the status of ticket created.
- Getting customer feedback.

AVB TEKNOSOLVES – HR Executive (Dec 2021 to Present)

- Hiring candidates and data entry.
- Calling candidates and validating the requirements and shortlisting the resumes.
- Follow up the candidates.
- Finding the candidate availability and scheduling the interview.
- Ensuring candidates attend the interview.

CERTIFIED

- Completed National Accounting Talent search 2017-18 with 50-60% at PSG Arts and Science College.
- Completed Economic Talent Exam 2017-2018 at Sri Krishna Adithya College of Arts and Science.

INTERNSHIP AND TRAINING

- Completed internship in **Indo Shell Cast Private Limited for 25 days.**
- Attended 15 days **Infosys training** at Sri Krishna Adithya College of Arts and Science.

WORKSHOP

- Attended one day workshop on “**Advance Excel** “conducted by accent techno soft.
- Attended one day workshop on “**Micro- analysis of financial statement**”.

PAPER PRESENTATION

- Presented paper in National Conference on “**Technology Addiction and Health Impacts**” In Bharathiar University on 24th and 25th January 2018.
- Presented paper in national conference on “**Role of NGOS in Protecting Consumer Rights**” in periyar university, Salem on 29th July 2019

Extracurricular Achievements

- Winner in Kho Kho match in Coimbatore cluster (2015).
- Participated in athletics Chennai Regional sports meet in 2011-12 and 2013-2014
- Won second prize in badminton at inter college sports meet (2019)
- 100% attendance in 1st and 2nd year of college during 2017-2019.

Hobbies/Areas of interest

- Sports- running, badminton and team events.
- Gardening

Personal Details

- Father's Name: Jawahar T
- Linguistic Ability: Tamil, English, Hindi. Malayalam.
- Date of Birth: 10/02/1999
- Residential Address: F6, Police Quarters, New Sidhaputhur Gandhipuram
Coimbatore - 641012.

I hereby acknowledge that all the details divulged above are true and if given an opportunity to work in your organisation I will strive hard to propel the firm to greater heights.

YOURS TRULY

RAM PRIYA J