

Name: **A Raja**

Email: **rajark1799@gmail.com**

Phone: **9167023880**

CAREER OBJECTIVE

To work and succeed in a stimulating and challenging environment, building the success of the company while I experience advancement opportunities.

SKILLS

- **MS Office** : Word, Excel and PowerPoint, Tally ERP 9
- **Administrative Knowledge** : Coordination, Effective Communication, Time Management, Risk Management, Multi-tasking, Case Study and Quick Learning.

PROJECTS

1. Project Name: A Study on Consumer Satisfaction toward IBALL.

Role: Data Analyst.

Project Duration: 2 Months.

2. Project Name: Internship Study in ITC Limited

Role: Data Analyst

Project Duration: 4 Months.

3. Project Name: A Study on HR recruitment

Role: HR Recruiter

Project Duration: 6 Months.

EDUCATION

DEGREE/ COURSE	INSTITUTION	UNIVERSITY	PERCENTAGE	YEAR OF PASSING
MBA (HR and Finance)	SCAD College of Engineering and Technology	Anna University	75%	2022
BBA	St. Xavier's College (Autonomous)	Manonmaniam Sundaranar University	75%	2020
HSC	Bharat Junior College	State Board	56%	2017
SSLC	Bharat English Higher School	State Board	46%	2015

PERSONAL DETAILS

Address : 31 south uchinimali Amman kovil Street, palayamkottai 62700.
Date of Birth : 17/08/1999,
Gender : Male,
Nationality : Indian,
Marital Status : Unmarried,
Languages Know : Tamil, English, Hindi, Marathi
Gmail : rajark1799@gmail.com
Contact : +91 9167023880.

DECLARATION

I hereby declare that information given above is correct and true.

RAJA A