

# DEVARAJ M

**B.COM, MBA HR (PGDM), M.A  
DEVELOPMENT MANAGEMENT**

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## **CAREER OBJECTIVE**

**To acquire a Challenging  
Position in an environment  
where I can best utilize my  
skills, knowledge and  
education learnings and  
experiences.**

## **COMPETENCIES EXPERIENCES**

- Helping
- Planning and Organizing
- Presentations
- Good Listening
- Flexibility
- Monitoring and Evaluation

## **EDUCATION QUALIFICATION**

### **SCHOOL BACKGROUND**

- 2013 & 2015 - Graduated SSLC & HSC from  
PAK Palanisamy Higher Secondary School in Chennai

### **COLLEGE BACKGROUND - UG & PG**

- 2015 - 2018 - Completed B.COM General at Patrician  
College, Adyar, Chennai with 59%
- 2019 - 2020 - Completed One Year Executive Diploma in  
MBA (HR) at LIBA - Loyola College, Nungambakkam,  
Chennai with 4.9 CGPA
- 2020 -2022 - Completed M.A Development Management  
at Madras School of Social Work, Egmore, Chennai with 70%

## **EXTRA ACTIVITIES**

- Participated in "We the People" organized by Youth  
Resource Centre (YRC) of Madras School of Social Work
- Participated in OICSA Women's Chapter - Chennai in  
commemoration of International Justice Day

## **CERTIFICATE COURSES in Philanthropy University.**

- Fundamentals of Project Management
- ADVOCACY - Support a particular plan, process or action
- Planning for Monitoring and Evaluation

## **VALUE ADDED COURSE**

- Completed 2 Value added certificate courses in Human  
Resource Management (HRM) and in Corporate  
Social Responsibility (CSR)

## **OTHER SKILLS**

- Well in Communication
- Good in Leadership
- Poster Creating
- Team Work
- Excellent in coordination and support in team work
- Good in Typing
- MS Office and Excel skills in medium Level

## **AWARDS & PRIZES**

- Received BEST INTERNSHIP STUDENT AWARD in College during my PG Academics

## **RESEARCHES in PG Academics**

- A STUDY ON: ONLINE EDUCATION AND COLLEGE STUDENT LIFESTYLE DURING PANDEMIC LOCKDOWN
- A STUDY ON: REPRODUCTIVE HEALTH OF WOMEN IN VILLAGES AT SRIPERUMBUDUR

## **RESPONSIBILITIES and POSITIONS**

- Department Cultural Representative in College during PG
- Student Development Council member and SDC Coordinator
- Main Coordinator in Sports events, Department Forum meetings and in Cultural events.

## **WORK EXPERIENCE**

- Worked with Smile Foundation India as a Life Skill trainer at Government Model High School, Saidapet
- Currently working in HELP THE BLIND FOUNDATION as a Assistant Project Officer under Skill Development

## **INTERNSHIP EXPERIENCES in PG**

### **WORLD VISION INDIA - 1st Internship**

#### **Worked in Saidapet Area Development programme and Social Awareness events and activities**

- Interacted with children and womens
- Observed the projects and works through field visits

### **KARUNAKARYA - 2nd Internship**

#### **Children and Education Development Program**

- Relief material distribution during Covid Lock down in villages near Sriperambadur (Provisional items)
- Took a Survey in villages like Genduperumbedu, Arambakkam, Vattambakkam and Ottagatani in Sriperambadur about Covid challenges they faced.
- Interacted with school childrens through Online classes.

### **HCL Foundation - 3rd Internship**

#### **Worked in CSR Projects and NGO Sectors**

- Visited and Interacted more than 30 NGO's, funding by HCL Foundation and observed the NGO's 'CSR' projects.
- Conducted case studies of children and prepared daily reports by field. Worked in few Thematic areas like. Education, Health care, Skill training, Water and Hygiene.
- Interacted with few community peoples at Gandhi Nagar, Sholinganallur and also engaged with NGO works.
- Also, Worked in an Human Resource Management sector

### **EQUITAS Small Finance Bank - 4th Internship**

#### **Worked in CSR activities and engaged with Government projects and field working activities and also in HR roles**

- Focused in thematic areas like Education, Health care, Pavement Dwellers, Skill training and Job Placements.
- Visited UPHC at Choolai to discuss about the schemes available for community peoples and discussed Public Interaction in hospitals and other health institutions.
- Engaged with Greater Chennai Corporation during Covid 19 Vaccination camps conducted by Chennai corporation in many community.
- Public Interests about the Covid-19 situations, lockdowns and government helps for suffered people.
- Payroll Process and Employee Engagement in HR works and also engaged with HR Department and works during the internship and came to know about its management process, works and how it engages with organization and employees.