



# RAJANA RAMKUMAR K K

## PROFESSIONAL PROFILE

Motivated individual with skills in Programming, Web development, Cloud Computing and Microsoft Office. Effective communicator and multitasker, committed to continuous learning, improvement and professional development.

## EDUCATION

**Post Graduate Diploma in Computer Application** 2024  
LBS Centre for Science and Technology  
Project: Library Management System (Front- end)  
Palakkad, Kerala

**Master in Commerce** 2022  
Central University of Kerala  
Periya, Kerala  
Project: A study on the analysis of financial performance of leather industries in india.

**Bachelor of Commerce** 2020  
Sree Neelakanta Government Sanskrit College  
Pattambi, Kerala  
Project: A study of the customer satisfaction in the use of mobile phones with respect to Redmi mobiles.

## INTERNSHIP

**Growth Central VC**  
HR intern

- Recruitment
- Planning, Scheduling and managing intern

## WORK EXPERIENCE

**Reliance Retail** 04/2024 - Present  
Customer Service Associate


- Cashier
- Assisted customers with inquiries and complaints
- Provided information about ongoing promotions and offers
- Ensured a positive shopping experience for customers


## DECLARATION

I solemnly declare that the information in this resume is true to the best of my knowledge and belief.


Rajana Ramkumar K K


## CONTACT

 +91-6282817159

 rajanaramkumar676@gmail.com

 <https://www.linkedin.com/in/rajana-ramkumar-k-k-38071b201>

 Y7589198

 Koonkkattu Parambil House,  
South Panamanna, Ottapalam  
Palakkad, Kerala  
PIN: 679501

## SKILLS

- MicroSoft Word
- MicroSoft PowerPoint
- MicroSoft Excel
- JavaScript
- C++
- Python
- HTML
- Cloud Computing
- CSS
- Oracle

## EXTRACURRICULAR ACTIVITIES

- Student coordinator in the International Conference on Commerce, Management, and Interdisciplinary Subjects.
- NCC
- Discus Throw & Shotput

## LANGUAGES

- English
- Hindi
- Tamil
- Malayalam