**RESUME**

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| --- |
| S.karthiga,  No: 329, 12th cross street,  Mangala nagar,  Porur, Chennai-116.  Contact no: 7305549903 |

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**KARTHIGA.S**

**E-mail id:karthika.kats92@gmail.com**

**OBJECTIVE**

To acquire a demanding position in an environment where I can best develop my skills and education.

**EDUCATIONAL QUALIFICATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Course | Year | **Institution** | **University\Board** | **Percentage\ Class** |
| **MBA**  **(HR, FINANCE)** | 2011 – 2013 | Saveetha Engineering College, Chennai. | Anna University | **First Class** |
| **BBA** | 2008-2011 | Arcot Sri Maha Lakhmi Women’s Collage ,Arcot | Thiruvalluvar University | **First Class** |
| **HSC** | 2007-2008 | Govt. Girls Higher Secondary School,Gudiyatham | Tamilnadu State Board | **First Class** |

**SOFTWARE SKILLS**

|  |  |
| --- | --- |
| Computer Certified Course’s | TALLY 9.0 |
| Multimedia | Photoshop 7, |

**PERSONAL TRAITS**

* Good verbal and written communication skills
* Willingness to learn
* Ability leadership skills
* Hard worker, sincere

**PROJECT**

* **“A STUDY ON EMPLOYEE COMMUNICATION IN MALLADI PHARMACETICAL LTD”.** Sep to Oct 2011.

Purpose**:** (A Project on employee communication in Malladi pharmaceticals ltd undertaken to understand improve employee communication).

* **“A STUDY ON TRAINING AND DEVELOPMENT IN SMR AUTOMOTIVE INDIA PVT LTD**, **CHENNAI”.**

Purpose**:** (A Project of training and development was undertaken to understand the employee better training and development in smr automotive India ltd).

* **“A STUDY ON STRESS MANAGEMENT IN GOLDEN OPPORTUNITY PVT LTD**, **CHENNAI”.**

Purpose**:** (A Project on stress management was undertaken to understand and reducing the employee stress faced by an company of golden opportunity pvt ltd).

**HOBBIES**

* Browsing
* Singing and dancing
* Pc games

**PERSONAL DETAILS**

|  |  |
| --- | --- |
| Name | Karthiga.S |
| Father’s Name | Mr.S.M.Soundara rajan |
| Date of birth | 20-07-1991 |
| Marital Status | Single |
| Nationality | Indian |
| Sex | Female |
| Mobile Number | 7305549903 |
| Language known | Tamil, English. |

**DCLARATION**

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

**Place :** Chennai **With Regards,**

**Date** : (KARTHIGA.S)