

# Dr. Ratna Priya

✉ [ratnapriya17091989@gmail.com](mailto:ratnapriya17091989@gmail.com)

*Seeking challenging assignments across the Industry to make more satisfying use of my capabilities to generate creative solutions for abstract problems, understand behavior and motivate people.*

## PROFILE

- Excellent Academic Credentials; **Masters in Personnel Management & Industrial Relations** from **Darbhanga House, Patna University, Patna** preceded by **BBA** from **Patna Women's College**; technically proficient in **Windows & MS Office**
- **Topper** in the MA (PM & IR) Course in Patna University
- Fast learner with high energy and drive to exceed expectations
- Exemplary interpersonal skills; strong believer in motivating and developing team to maximum productivity and control costs through the most effective use of manpower and available resources and time management; Multilingual with proficiency in **English and Hindi**.

## ACADEMIA

**PhD from Patna University P.M.I.R. Dept.**

("A STUDY ON SOCIAL SECURITY & WELFARE ISSUES IN UNORGANISED LABOUR IN PATNA DISTRICT WITH RESPECT TO CONSTRUCTION SECTOR")

**Post Graduate Diploma in Public Administration from Patna University; 2012**  
**1<sup>st</sup> Div.**

**Masters in Personnel Management & Industrial Relations; 2011**  
Darbhanga House, Patna University  
**1<sup>st</sup> Div.**

**Bachelors in Business Administration; 2009**  
Patna Women's College, Patna University  
**1<sup>st</sup> Div.**

**Class XII; 2006**  
Patna Women's College, BIEC  
**1<sup>st</sup> Div.**

**Class X; 2004**  
B.D. Public School, CBSE  
**1<sup>st</sup> Div.**

## Work Experience: -

- **Presently Working as a Guest Faculty in Magadh Mahila College Patna University.**
  - **Presently Working as a Guest Faculty in P.M.I.R Dept. Patna University.**
  - **HR Manager cum faculty for management at Ideal Eyes Business College, Naya Tola.**
- Subjects covered-**
1. **Principles of Management**
  2. **Organizational Behavior**

3. **Human Resource Management**
4. **Labor Legislation**
5. **Labor Welfare**
6. **Human Resource Development**
7. **Organizational development**
8. **Customer Relationship Management**
9. **Project Management**

**November 1<sup>st</sup> 2012 to till date.**

- **HR Executive at I-metier consulting services Pvt. Ltd. Patna**

**August 1<sup>st</sup> 2012 to October 31<sup>st</sup> 2012**

**Placement of the candidates to the suitable vacancies after Screening process. Updating their status.**

- **HR Executive at Jessica Info system Pvt. Ltd.**

**November 7<sup>th</sup> 2011 to July 31<sup>st</sup> 2012**

**Key Role- Recruiting candidates for the post of supervisors, Biometric Operators, Centre co-ordinators. Taking Interviews, Preparing their Offer letters, Maintaining their database, reviewing their performance and payment of the salary.**

## **PROJECTS UNDERTAKEN**

### **Winter Internship**

**Company Name:** Indian Red Cross Society; Patna  
**Duration:** 05<sup>th</sup> January'11 to 30<sup>th</sup> January' 2011  
**Project Title:** Training & Development Programme in Indian Red Cross Society

**Company Name:** Idea Cellular Limited; Bihar Circle  
**Duration:** 06<sup>th</sup> December' 2010 to 29<sup>th</sup> December' 2010  
**Project Title:** Recruitment and Training & Development Programme

### **Summer Internship**

**Company Name:** ICICI Securities Limited; Faridabad  
**Duration:** 15<sup>th</sup> May' 2008 to 30<sup>th</sup> June' 2008  
**Project Title:** Indian Stock Market; Trend Analysis

**Company Name:** National Insurance Company Limited; Patna  
**Duration:** 22<sup>th</sup> May' 2007 to 05<sup>th</sup> July' 2007  
**Project Title:** A Study of the Level of Job Satisfaction & Motivation prevailing at different Levels of Management with special reference to NICL Patna

## EXTRA CURRICULAR ACCOLADES

- Actively Participated in organising orientation program on National Service Scheme on 5th October 2017 Organised by PMIR Dept. Patna University.
- Actively Participated in Organising Blood Donation Camp in collaboration with NSS and Red Cross Society on 6th October 2017 Organised by PMIR department Patna University.
- National Symposium on 2<sup>nd</sup> May 2017 "Understanding Labor & Human Rights From An Indian Perspective " Organized by :- Jagjivan Ram Chair, Dept. Of P.M.I.R, Patna University.
- Attended Four Day International Seminar on 05<sup>th</sup>, 06<sup>th</sup>, 07<sup>th</sup> & 08<sup>th</sup> April 2017 "Aspirations and Challenges Of New Generations Dalits In The Light Of DR. Ambedkar's Perspectives" Sponsored by:- Indian Council Of Social Science Research (ICSSR), New Delhi.
- Attended National Workshop on Learning Techniques With SPSS, 19-22<sup>nd</sup> November 2016, Organized by: Department of Statistics, Patna University.
- Attended ICPR Sponsored 3 Days National Seminar on 27<sup>th</sup>, 28<sup>th</sup>, & 29<sup>th</sup> March 2016 "Dalit Narratives & Indian Philosophy". Organized by:- Dept. Of P.M.I.R [Patna University] in collaboration with CHITI.
- Workshop on motivational skill, by Raman Sindhi, designation-**Patna women's college**
- International seminar on "Women Work and Poverty in Bihar", by **(P.M.I.R. Deptt.) P.U** and **IHD**, conducted by **UNICEF, got first prize for Poster display.**
- **Had industrial visits to Verka Dairy Project and HMT tractors Factory at Chandigarh and also visited Shimla.**

## PERSONAL INFORMATION

- **Date of birth:- 17<sup>th</sup> September 1989**
- **Address: - D/o Sri Krishna Nand Pathak,  
Kankarbagh, Patna-800020**
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- **Mobile Number:- 9546684365, 7992378439**
- **References: Available on request**