

Preethi K

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Summary

- ☐ Overall 3 years of professional experience in successfully managing in HR Department and Accounts manager.
- ☐ Experience as HR Recruit & HR Generalist
- ☐ Experience in Administration department.
- ☐ Experience in Accounts department

Organizational Experience

NEOMATECH, BANGLORE from FEB'2016-MAY 2017

URBAMALI NETWORK, BANGLORE from AUG 2017 – JULY 2019

HUMAN RESOURCE

- ☐ Experience in On boarding
- ☐ Experience in client branding, Customer acquisition and Customer retention
- ☐ Level 1 recruitment skills in human resource
- ☐ Effective training and developing the people
- ☐ Personal experience in human behavioural pattern
- ☐ Effective team management and leadership quality
- ☐ Improving team profitability
- ☐ Dealing with accounts and administration
- ☐ Designing the business strategy
- ☐ Coordinate with the employee
- ☐ Perform other duties as apparent or assigned.

Education

- ☐ Bachelor of Business Management with 56% in Lal Bahadur Shastri College at Bangalore

Technical Skills

- MS office 2010 – Word, Excel, PowerPoint.

Personal Details:

DOB : 03:05:1994
Marital Status : Single
Languages Known : English, Tamil, Kannada, Telugu & Hindi
Hobbies : Listening Music, Interacting with people and painting.
Nationality : Indian

Date:

Place:

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