**Jayaushajayanthi**

Contact:-9502613468 |Mail id:-Jayausha123@gmail.com

|  |
| --- |
|  |

**Career Objective**

To work in an organization that will provide a forum for both professional and individual growth challenging work environment that would help faster my managerial skills.

**Professional Synopsis:**

Principles and fundamental competencies to the given job codes the organization.

Based on these principals $ fundamentals competencies to assign the relevant questions that can be asked to the candidates at the time of interview.

Rating the interview based the various measurement the calculate the marks which helps to select or reject a candidate for any particular job of company.

Spanning Manpower Demand planning and fulfilment, Talent Management & Engagement,

Rich experience in Healthcare, Education, E-commerce B2B & B2C Verticals & IT & NON – IT, BFSI, Consulting/Staffing

Good communication & Presentation skills, result oriented, enthusiasm to learn new things.

Demonstrated skill in organizational development, change management and strategic design

Envisions opportunities and converts successfully into business.

**Strong background in management planning, budgeting, staffing and facilities designed to enhance productivity and profitability**.

Actively involved in employee relationship and welfare activities & Handling Grievances

Monitoring & Mentoring teams and to create cordial relations with all employees

**Monitored & Addressing employees**

Conducting HR interview of short listed candidate after technical round

Maintenance of exit employees database and preparing annual report for audit

Employee monitoring the employers use to surveil there workplace and there staff member’s where abouts and activities .

The methods include employee monitoring software , time clocks , video surveillance, Gps systems and bio metric technology,

**Handling end to end Resourcing processes**

Keeping record of resources and their project, identifying opportunities with the relevant skills of benched resources and upcoming bench to ensure full utilization of both, benched resources and opportunities.

Resource availability, new hires and skill-sets of all practitioners.Providing opportunities that enhance personal and professional growth, balancing individuals’ career aspirations and business objectives.

Handling exit formalities and conducting exit interview for employee

Managing various HR activities including recruitment.

Maintaining good relationships with Client

The different steps that introduce and employee, manage their performance, help them advance, or help them exit a company

**Summary Professional Work Experience**

**OTSI Company (Apr 2019 to Apr 2020)**

**OTSI Company (Apr 2021 to till date)**

**Education Qualification:**

* M.B.A with H.R.M from Gitam University in the year 2014 with 65%.
* B.COM from Noble college in the year 2011 with 50%.
* High school from S.S.C board of secondary Education 2005 in year 50%.

**Technical/Computer Skills**

* Operating system : windows 2010
* Diploma in Computer application
* Big Data $ Hadoop
* Platform: Human Resources Management

**Interest**

* Understanding different people and others.
* Reading books
* Painting Listening Music
* Cooking

**Personal Details**

* Languages known :English,Telugu
* D.O.B :13-07-1988
* Address:-w/o P.SAIDULU

4-14-21/1,Shareef street,

Ali nagar,Chittinagar,

Vijayawada.