

ANIE SANTHOSH

■ Piravom, Kerala
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PROFILE

Enthusiastic and goal-driven Human Resource professional, seeking a challenging position in a reputed organization to enhance my skills, contribute to team success, and leverage academic and internship experiences in HRM, employee engagement, and organizational development.

SKILLS

- Employee Relations & Engagement
- Time & Team Management
- Communication & Leadership
- Labour Law Awareness
- Conflict Resolution
- MS Excel & Power BI (Certified)

INDUSTRY EXPERIENCE

- **Kochi Metro Rail Limited**

HR Intern | Feb – Mar 2025

➤ Assisted with recruitment coordination, employee database management, and internal communication projects.

- **DentCare Dental Lab Pvt Ltd**

HR Intern | Apr 2024

➤ Supported onboarding and induction processes, payroll data entry, and HR documentation.

- **Service Co-operative Bank Ltd Poothrikka**

Intern | Oct 2022

➤ Observed HR operations and participated in administrative and banking HR functions.

EDUCATION

- **Master of Human Resource Management**

Mahatma Gandhi University, Nirmala College

Muvattupuzha

2023 – Present

- **Bachelor of Commerce – 79%**

Mahatma Gandhi University, St. Peter's College

Kolenchery

2020 – 2023

- **Higher Secondary – 92%**

Govt. Higher Secondary School, Mammalassery

2018 – 2020

- **Secondary Education – 85%**

MKM Higher Secondary School, Piravom

2018

CERTIFICATIONS

HR Bootcamps (NIPM)



Advanced Excel & Power BI



LANGUAGES

- English
- Malayalam

REFERENCE

Ms. Dinna Johnson
Head of Department, MA HRM
Nirmala College, Muvattupuzha
 8907720099