

# **CONTACT**

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## **SOFT SKILLS**

- Analytical Thinking
- Negotiation skill
- Empathy
- Time management
- Adaptability
- Work Ethic
- Communication
- Team work

# **TECHNICAL SKILLS**

- Microsoft Excel, Word, Power point
- MATLAB

# KIRANJITH M S

#### **CAREER OBJECTIVE**

To work with a firm that can provide a platform where I can dedicate myself fully for a challenging job by utilizing my Human Relation, Marketing, Engineering and Management skills to attain professional growth while being resourceful, innovative and flexible to the organization requirements.

#### **EDUCATION**

DESIGNATION	INSTITUTION	UNIVERSITY /BOARD	GPA/%	YEAR
MBA	SAINTGITS INSTITUTE OF MANAGEMENT	APJAKTU	6.94	2021- 2023
B. Tech	VKCET	APJAKTU	6.98	2015- 2019
12 <sup>th</sup>	SREE CHITHRA PUBLIC SCHOOL	CBSE	65.4	2015
10 <sup>th</sup>	SREE CHITHRA PUBLIC SCHOOL	CBSE	8.2	2013

#### **INTERNSHIPS**

#### GENROROBOTIC INNOVATIONS PVT.LTD

Completed 6 weeks of internship in HR Department from August 1<sup>st</sup> 2022 till September 9<sup>th</sup> 2022

*Duties and Responsibilities*: Campus placement technical panel member, Job fair panel member, Resume sorting, Scheduling interviews, ESIC portal training, Payroll Structure training, Job requisition documentation

## **ONLINE CERTIFICATION**

- Completed Digital HR Certification Training Program through *greytHR* (Feb 2023)
- Completed a course on Training and Development offered by IIT Kharagpur through *SWAYAM* portal with Elite+sliver certificate (April 2022)

## **INTERESTED AREAS**

- Geo-political news
- INDIAN Constitution
- Mercantile law
- Group discussion
- Debate

### **HOBBIES**

- Playing chess
- Interviews of retired personnel
- Vegetable gardening
- Watching cultural programs

## **REFERENCES**

Dr Jose Joy Thoppan

Professor

Saintgits Institute of Management

Email ID: <a href="mailto:jose.joy@saintgits.org">jose.joy@saintgits.org</a>

Phone no:9562911186

Eldo G Zacharia

Assistant Professor (Senior) | Corporate Relations Officer

SAINTGITS Institute of Management

Mobile: +91 8891005054

E-Mail ID: eldo.g@saintgits.org

#### **CO-CURRICULAR ACTIVITIES**

- Presented a paper titled "Data science Challenges and Scope" at TKM Institute of Management on 10<sup>th</sup> November 2022
- K-DISC Govt. of Kerala Survey at Calicut from 21/04/2022 to 23/04/2022
- Webinar on "Dangers Lurking In The Digital World" by **Travancore Management Association** on 20/12/2021
- Presented a paper titled "Neural Networking In Navigation System" at Rajadhani Institute of Engineering & Technology on 17/02/2018

## **EXTRA CURRICULAR ACTIVITIES**

- Member of TOASTMASTERS INTERNATIONAL
- Participated in Federal Bank Speak for India Intercollegiate
  Debate Competition on 31/01/2023
- Participated in HR GAME SUITS 101 in SCAS on 19/12/22
- Event Head of Business Quiz SIMTHESIS 14.0 National Level
  Management Meet conducted on 17&18 November 2022
- Participated in COMSOL Business Quiz in ALPHONSA College Pala on 11-10-2022
- Won first prize in Business Quiz at Bhavans Royal Institute of Management as part of ISDT students' conclave on 02-06-2022
- Core member of SIM outreach program (Project for Govt LPS)
- Participated in "Best Management Team" for the international Management Fest "Inflore" at Rajagiri Business School 14/01/2021
- Participated in "DAKSHA a case study challenge" at IIT
  Delhi (online program) on 13/04/2022
- Participated SIM FEST at SIM on 20/12/2021
- Won first prize in Debate competition at VKCET on 20/04/2019

# **DECLARATION**

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

20/06/2023 KIRANJITH M S