

DEVIKA K

MBA HR

Fresher with excellent communication skills, leadership quality ,management skills and people skills seeking an opportunity in the field of HR to enhance my skills and knowledge

Educational qualification

- ★ MBA in human resources management with 65.49 % from IGNOU University Delhi (2021-2024)
- ★ Bachelor of commerce from Chinmaya mission College Kannur with 54% (2018-2021)
- ★ Intermediate from Government boys High secondary school with 72% (2016-2018)
- ★ SSLC from Government girls vocational High secondary school with 89% (2016)

Professional skill

- 💡 Ability to manage people and hiring grievance
- 💡 Proficient in MS word ,Excel , PowerPoint and tally
- 💡 Knowledge in the hiring process
- 💡 Strong verbal and written communication skill
- 💡 Ability to learn and acquire new knowledge and skills



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KANNUR , KERALA

Personal details

DOB	: 11/05/2001
Gender	: Female
Nationality	: Indian
Martial status	: Single
Language known	: English Malayalam Hindi Tamil (speak)

Hobbies

- Drawing
- Crafting
- Planting
- Dancing
- Cooking

Work experience

- Accountant and Billing**
AJAS super market Taliparamba
(April 2021 to April 2022)
- Senior accountant**
Hipack industry, thaliparamba
(July 2022 September 2023)

- Branch relationship executive**
SBI credit card
(2023 November to March 2024)

Project work

- Topic : performance appraisal
- Company: Malabar group of companies Calicut
- Duration : 2 months

A study on performance appraisal system and employee benefits among non - manager of Malabar group of companies

Declaration: I hereby declare that all the above information is true to the best of my knowledge.