



CONTACT

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Passport No : V6640335

Place : Kozhikode

SOFT SKILL

- Communication skill
- Presentation skill
- Coordination skill
- Time Management
- Leadership skills

TECHNICAL SKILL

- Excel
- word
- Power point

ACHIEVEMENTS

- NCC B and C certificate
- Team member of best manager event conducted by Ascend 2k22 management fest, DCMS

LANGUAGES

- Malayalam
- English

ALEENA RAJ P

OBJECTIVE

I am a self motivated and result oriented MBA HR fresher, looking for an opportunity in the field of human resource to grow my skills and knowledge, Which can further lead to growth of the organization.

EDUCATION QUALIFICATION

• UNIVERSITY OF CALICUT

DEPARTMENT OF COMMERCE AND MANAGEMENT STUDIES

MBA -HR & MARKETING

2021-2023

• UNIVERSITY OF CALICUT

FAROOK COLLEGE

BBA- FINANCE

2018-2021

CERTIFICATION

Communicative English (Speakeazy)

Office management (Edumpus upskill)

HRM (Edumpus upskill)

DTP(Fast Track) (i Tech)

EXPERIENCE

HR Executive at Kovilakam residency Pvt Ltd

HR intern at VKC group calicut (One month)

HR intern at Edumpus (One month)

PROJECTS

A STUDY ON EMPLOYEE PERCEPTION TOWARDS HR PRACTICES OF IT INDUSTRIES IN CYBERPARK, CALICUT

To study the employee perception towards HR practices

WORK LIFE BALANCE OF WOMEN EMPLOYEES WITH SPECIAL REFERENCE TO RAMANATTUKRA MUNICIPALITY

To study how the importance of work life balance in women employees