

CHITHRA K



✉ chithrasajan2002@gmail.com

☎ 9778753246

📍 Kummangot (H), Perumthiruthi, Elathur [P.O],
Pin - 673303, Kozhikode, Kerala

🌐 linkedin.com/in/chithra-sajan-9570821b9

SKILLS

- ◆ Microsoft Excel
- ◆ Familiar with SAP financial system
- ◆ Project Management
- ◆ Microsoft Word

STRENGTH

- ◆ Communication Skill
- ◆ Leadership
- ◆ Adaptability
- ◆ Time Management
- ◆ Decision Making

COURSES

► UDEMY Certificate of Completion in EXCEL MICROSOFT EXCEL COURSE BEGINNER TO EXPERT 2024

► Certificate of Completing Online Course INTRODUCTION TO DIGITAL MARKETING In Great Learning

► UDEMY Certificate of Completion In TALENT ACQUISITION: HR PLANNING, RECRUITING AND ONBOARDING

LANGUAGES

English

Malayalam

PROFILE

MBA graduate with dual specialization in Finance and HR. Proficient in financial analysis, budgeting, talent management, and organizational development. Skilled at optimizing financial performance and improving employee engagement. Seeking to apply strong analytical and people management skills in a dynamic organization.

ACADEMIC PROJECT

A STUDY ON FINANCIAL PERFORMANCE ANALYSIS OF PUTHIYANGADI SERVICE CO-OPERATIVE BANK LTD

A Study on Financial Performance Analysis of Puthiyangadi Service Co-operative Bank Ltd by using Liquidity, Leverage, Turnover, Profitability and Market Test Ratios.

2024

INTERNSHIP

MYG CO-OPERATIVE OFFICE, KOZHIKODE, KERALA

Activity includes understanding of area worked within finance and accounts department.

04/2024 - 05/2024

ACHIEVEMENTS

► Certification of Participation in Marketing Game ASCEND 2024 At the National Level Management Meeting, UNIVERSITY OF CALICUT

► Have Coordinated Management Fest in SNES IMSAR College

► Certification of Participation in IMSAR HOMESPUN 2022 Cum Sale of DIY Products Conducted by SNES IMSAR

► Certificate of participation in the financial literacy program kona kona shiksha, a CSR initiative of kotak securities Ltd. organised by NISM

EDUCATION

MASTER OF BUSINESS ADMINISTRATION (FINANCE, HR)

SNES Institute of Management Studies and Research, Calicut University

2022 - 2024

BACHELOR OF BUSINESS ADMINISTRATION (MARKETING)

Holy Cross Institute of Management and Technology, Calicut University

2019 - 2022

HIGHER SECONDARY IN COMMERCE (COMPUTER APPLICATION)

PVS Higher Secondary School, Calicut

2017 - 2019

SSLC

Govt Vocational Higher Secondary School, Calicut

2017