



ANJITHA R



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CAREER OBJECTIVE

Attentive to details, processes and most importantly, to people. Motivated to bring my project and internship experience to a growing company, where compassion for others and knowledge of efficient HR services will be key to winning the day.

EDUCATION

2021 - 2023	:	Master of Business Administration TKM Institute of Management, Kollam, Kerala
2017 - 2020	:	Bachelor of Arts Shree Vidyadiraja College of Arts And Science 70.71%
2015 - 2017	:	XII Santhnikethanam Model Higher Secondary School, Patharam 76%
2014 - 2015	:	X VGHS, Kadampaanad 95%

PERSONAL INFO

Address : Thazhathu veedu
Edakkad South, Edakkad PO
Kollam, Kerala, India, 691552

Age,Gender & Date of Birth

25, Female, 07/03/1999

Marital Status : Unmarried

Hobbies : Watching movies,
Gardening, Listening
music, Photography

Driving License : 03/06/2017 (valid to
02/06/2037)

SKILLS

TECHNICAL SKILLS:-

MS Word, MS Power point and Excel
Basics

PERSONAL SKILLS :-

- Problem solving
- Self motivated
- Adaptability
- Leadership
- Fast learner
- Team player

CERTIFICATION

MS Excel ongoing

Organization Development and
Change in 21st Century, IIT
Bombay(NPTEL)

Principles of practices and
management , IIT Kharagpur(NPTEL)

VOLUNTEER EXPERIENCE

- Co-ordinated Swantantra Management fest conducted by TKM Institute of Management.
- Coordinated and part of HR Conclave Invitation committee
- Coordinated and part of registration team of 9th Global Management Summit.
- Coordinated cultural events at College.
- NSS Volunteer.
- Leader for Bharat Scouts and Guides

INTERNSHIPS & PROJECTS

INTERNSHIP:

- HR Internship at L & T Geostructure Chennai
- Internship at Malayala Manorama.

1 month
1 month

PROJECT:

A study on satisfaction level of employees in factories and its impact on productivity " at kerafed, Trivandrum

A post colonialism analysis conducted on the popular novel Train to Pakistan written by khushwant Singh

AWARDS & RECOGNITIONS

Secured first place in HR event conducted by "Resilience" 2k22 management conducted by SNGCE.

Member of National Institute of Personnel Management Chapter
Participated in the online quiz on the constitution of India.

Participated in the Business and Economy quiz organized by NDLI.

Participated in NDLI User Awareness Program

Participated in IP Awareness Training Program

DECLARATION

I hereby declare that all the details mentioned above are in accordance with the truth and fact as per my knowledge and I hold the responsibility for correctness of the above mentioned particulars.

PLACE : KOLLAM

ANJITHA R