

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
Marital 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.