



FATHER'S NAME
CHANDIRAN R

MOTHER'S NAME
AMBIKAVATHI C

DATE OF BIRTH
17/12/2001

CONTACT

7845885355

selvil71201@gmail.com

No:16,Pillaiyar koil street,
Pillaiyarkuppam,
Pondicherry,
607 402

SKILL

COMMUNICATION

LEADERSHIP

MS OFFICE

SPSS

PROBLEM SOLVING

LANGUAGE

TAMIL

English

INTEREST

- Drawing
- Tailoring
- Crafting

PROJECT

Job satisfaction and Job involvement
among employees of Eaton Power
Quality Private Limited

SELVI C

PROFESSIONAL SOCIAL WORKER

Enthusiastic and dedicated Human Resources graduate with a solid foundation in HR principles and practices. Equipped with hands-on experience through internships and academic projects, focusing on talent acquisition, employee engagement, and HR administration. Possess strong communication and interpersonal skills, with the ability to collaborate effectively with diverse teams. Proficient in HR software and tools, with a keen interest in leveraging technology to streamline HR processes. Eager to contribute to a dynamic HR team and support organizational growth through strategic human resource management

EDUCATION

SSLC (2017) NIRMALA RANEE GIRLS HIGHER SECONDARY SCHOOL	82%
HSC (2019) NIRMALA RANEE GIRLS HIGHER SECONDARY SCHOOL	64%
B.com (2019-2022) TAGORE GOVT ARTS AND SCIENCE COLLEGE, PONDICHERRY (CGPA)	7.5
MSW(2022-2024) PONDICHERRY UNIVERSITY (CGPA)	8.3

INTERNSHIP EXPERIENCE

Field Work Intern, Sathy Special School, Puducherry (May - July 2023)

- Gained insights from case studies of children with disabilities
- Developed and implemented engaging activities to promote children's learning and development
- Assisted with various therapy sessions, including physical and occupational therapy
- Assisted with various awareness and empowerment programs

Field Work Intern, Lucas TVS, Nettapakkam, Puducherry (Aug - Nov 2023)

- Gained knowledge about training and development initiatives which aimed at improving employees skills and performance
- Developed understandings about statutory compliance and compliance audits
- Gained understandings about the time office and payroll functions.
- Learnt about the CSR activities

Block Placement Intern, Hindustan Unilever Limited, Puducherry (January 2024)

- Assisted with group medical insurance claim administration, including vendor management and employee enrollment
- Learned and implemented various HR functions, including training and development, time office management, and documentation
- Gained knowledge about statutory compliance and assisted with compliance audits
- Learnt about the CSR activities of HUL

Field Work Intern, Eaton Power Quality Pvt Ltd, Sedapet, Puducherry (Feb - April 2024)

- Assisted with group medical insurance program administration, including vendor management and employee enrollment
- Learnt about the record maintenance and documentation
- Gained more understandings about the CSR activities