

AKSHAY RANSON DSOUZA

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ADDRESS

Block 10
Salmiya, Kuwait.

OBJECTIVE

I seek to apply my Knowledge in Human Resource Management and Administration to drive organizational success, enhance operational efficiency, and support growth, all while pursuing my own professional development.

EXPERIENCE

➤ **HR Assistant at The Ocean Pearl, Mangalore, Karnataka, India**

11/09/2023 to 11/10/2023. (Internship)

- Evaluate applications and oversee.
- Preparing candidates for the interviews.
- Employee data handling and filing.
- Making sure all the employees are following the company regulations.
- Checking the weekly/monthly timesheet and payroll.

ACHIEVEMENTS

➤ Coordinator of INSIGNIA 2024, One Day inter-college Management Fest at St Aloysius Institute of Management and Information Technology, Mangalore.

KEY ACADEMIC PROJECTS

- A study on financial literacy among students and working individuals in Mangalore (2021-2022)
- A Study on The Influence on Employee Perception of Organizational Culture and Leadership Style and Its Impact on Organizational Commitment at The Ocean Pearl (2023-2024)

DECLARATION

I hereby declare that the above given statements are true and correct to the best of my knowledge.

EDUCATION

MBA – HR & MARKETING

ST. ALOYSIUS INSTITUTE OF MANAGEMENT AND INFORMATION TECHNOLOGY (AIMIT), MANGALORE, INDIA – JULY 2024

BACHELOR OF COMMERCE

(B. COM)

ST. ALOYSIUS COLLEGE, MANGALORE INDIA – JULY 2022

TECHNICAL SKILLS

- MS OFFICE
- BASICS OF IT AND MS WINDOWS
- BASICS OF SPSS

PERSONAL SKILLS

- READINESS TO TAKE UP NEW CHALLENGES.
- ADAPTABILITY SKILLS.
- EXCELLENT COMMUNICATION SKILLS.
- LEADERSHIP SKILLS.
- MANAGEMENT SKILLS.
- BUSINESS SKILLS.
- MULTITASKING.
- WILLINGNESS TO WORK HARD.
- TIME MANAGEMENT.
- WORK EFFICIENTLY WITH DIVERSE GROUP OF PEOPLE.
- EVENT MANAGEMENT.

VISA STATUS: 18 AHLI