**RESUME**

G Karthik EmailId:karthikgolla43@gmail.com ContactNo:8088886287

**Career Objective**

Seeking the post of “HR Executive” in your company, where I can use my interactive and Inter-personal skills towards the development of the organization.

**Academic Qualification**

• Post Graduate in Management (HR/Marketing/Retail) at International Institute Of Business studies , Banglore passed out with 57% in the year 2016.

• B.E - Electronics and communication Engineering at Prathyusha Institute Of Management and Technology, Chennai, Anna University With 60% in the year 2013.

• Intermediate- Maths, Physics, Chemistry at Narayana College , Nellore with 75% in the year 2008.

• S.S.C at Siddardha English Medium High School, Nellore with 65% in the year 2006.

**Core Competencies**

* Strong Communication and interpersonal skills
* Numerate
* Good administrative and IT skills
* Commercial awareness
* Highly organised
* Diplomatic and objective
* Trustworthy and discreet
* Team working and supporting Colleagues

**Management Skills**

* Organisation
* Multi-Tasking
* Dealing with Grey
* Negoatiation
* Communication
* Discrete and Ethical
* Dual Focus
* Conflict management and problem solving
* Change Management

**Personal Skills**

• Highly motivated, Result oriented.

• Curious to explore and learn new things.

• Good Communication skills and Optimistic approach during difficult situations.

**Extra-Curricular Activities**

• Participated in sports and cultural programs from schooling.

• Actively participated in essay writing competitions.

• Participated in social welfare activities like blood donation in college.

**Personal Profile**

Name : Golla Karthik

Father’s Name : Golla Sudhakar

D.O.B : 18-Jun-1991

Gender : Mail

Nationality : Indian

Hobbies : Browsing Net, Cooking

Languages Known : English and Telugu

Address : No: 2, Kalamandir Road, Near Hindustan college, Marthalli, Banglore 560037

**Declaration**

I hereby declare that all the information furnished above is true and genuine to the best of my knowledge.

Place: Bangalore

Date: (G Karthik)