



CHITHRA.K.C

Hunting Line: +91 9840451897(Chennai), +91 9745235709(Kerala)

Write: chithrakc6@gmail.com

Personal Summary:

A career minded individual, with a basic undergraduate technical qualification now pursuing management education to act as fillip for attaining the ultimate objective of working in a managerial setup in professional environment, having the ability to adapt to the fast changing world of working culture. Also endowed with good communication and presentation skills.

Area of Expertise:

- + Human Resource Management
- + Marketing

Educational Panorama:

- + MBA (Human Resource& Marketing) – University of Madras
- + BA Travel and Tourism Management– Calicut University






Personal Skills:

- + Team Player
- + Good leader
- + Good Presentation skills
- + Strong communication ability

History of Excellence:

- + Calicut University Topper (2010 -2013) - BA. Travel and Tourism Management
- + Experience in documentation and co-coordinating with various departmental activities effectively. Presently working in **BOSQ INDIA PVT.LTD** as **Office Secretary** (www.bosq.in) **Contact:** M: +91 9809868686, T: +91-495-2433 777

Technical Skills:

-  Microsoft Office
-  Tally
-  Oracle
-  Visual basic
-  SPSS

Persona:

Age: 23 years

Marital status: Unmarried

D.O.B: 02/12/1991

Address: Sreelakshmi (ho)

kizhakkummuri (po)

kakkodi, Calicut

Kerala – 673611

Father's Name: T.P. Vijayan

Mother's Name: K.C. Jyothilakshmi

Reference:

- ✓ *Dr. S Ramanathan – Group Principal Asan Educational Institutions [+91 9677043483]*
- ✓ *Prof. Madhavi Kishore – Campus Head Asan Business School [+91 9176693002]*

Authentically,

CHITHRA.K.C