

## CONTACT



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## OBJECTIVE

Dynamic individual with hands-on experience in Non IT & Accounting and talent for navigating challenges. MBA graduate with foundational knowledge in HR/Finance and hands-on experience gained through academic projects and internships.

## EXPERIENCE

03/2024 - 06/2024

### Popular Vehicles and Services

HR intern

Proficient in handling employee records, managing HR databases, and assisting with attendance monitoring

Experienced in coordinating onboarding processes, preparing HR documents, and ensuring compliance with company policies and legal requirements

12/2021 - 03/2022

### IRIS kPO Resource Private Limited

Junior Accountant

Assisted in preparing and reviewing financial statements, such as balance sheets, income statements, and cash flow statements

Assisted senior accountants in financial statement preparation, budgeting, and forecasting

02/2020 - 02/2021

### Allsec Technology

Customer Service executive

Processed customer queries via email and maintained UK clients credit card accounts and provided appropriate assistance

Excellent communication and problem-solving skills, with a commitment to maintaining high service standards and fostering positive customer relationships

## EDUCATION

2024

### Apollo Engineering College

MBA ( HR / Finance)

9.3

2019

### Justice Basheer Ahmed Sayeed College For Women

B.Com ( A& F)

8.0

## PROJECTS

### PROJECT TITLE - Impact of Compensation and Benefit Strategies on employee motivation

Investigated how different compensation structures and benefits packages influence employee motivation and productivity within organizations

Gathered data on existing compensation models, employee satisfaction levels, and motivational factors

Explored the impact of compensation and benefits on employee motivation using a structured questionnaire-based approach.

## SKILLS

Microsoft Office

Excel

Power Point

## PUBLICATIONS

### Article Published - Role of E commerce in future market.

Published article on importance of E-commerce and its significance in the future market in National Business conference that conducted by Rajalakshmi Engineering College.

## LANGUAGES

English

Tamil

## ADDITIONAL INFORMATION

Volunteered as *Event Coordinator* in Apollo Engineering College.

Coordinated with college administration, faculty, and student bodies to ensure seamless event execution.