

Maria Jency

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Objective

I seek challenging opportunities where I can fully use my skills for the success of the organization.

Experience

- **AI medcon** April 2024 - March 2025
Hr recruiter
Having experience in end to end recruitment.
Sourcing profiles through naukri, linkedin & social media platform.
Posting Job adds in naukri and linkedin.
Having 1 year of experience in healthcare domain
Conducting telephonic interviews and direct interviews.
Salary negotiation and releasing offer letter
Onboarding formalities.
Induction for new joiners.
- **Six sigma** April, 2023 - October,2023
Hr recruiter (contract)
Having experience in end to end recruitment.
Worked on IT and Non IT Requirements.

Education

- **St.Antony's matriculation higher secondary school** 2016 - 2017
SSLC
- **St.Antony's matriculation higher secondary school** 2018 - 2019
HSC
- **Chevalier T.Thomas Elizabeth College for women** 2019 - 2022
Bachelor of Business Administration.
(First Class)
- **Loyola College, Chennai** 2023 - 2025
MBA

Notable Achievements

- ✓ Received "**Best Performance**" during my internship period
✓ Received Cash Price for receiving best Performance of the month.

Certification

- ✓ Ms office
✓ Basic to Advance Tally

Skills

- ✓ End to end recruitment ✓ Good communication ✓ Analyzing skill

Projects

- A study on healthcare products during pandemic with reference to Sanford drug house.