

SUBIKSHA SRINIVASAN

54/53Kamaraj Nedun Chalai,

New Perungalathur,

Phone No:7200451155

Chennai-600 063

Email id: subikshasrinivasan164@gmail.com

CAREER OBJECTIVE:

Utilizing **Hr Recruiter** skills for the growth and development of the company and challenges me to expand my field of knowledge to learn new skills and make to a meaningful contribution

WORK EXPERIENCE:

❖ **IT Recruiter**

Crux consulting services (10 Days)

Deliver Recruiting Expertise and Seamless Support to It Professionals to Source, Screen, Shortlist Candidate in It Recruitment Enter into It Company.

❖ **HR Recruiter**

Lambiga Resource Management (10 Days)

Handle Candidate Calls for Job Oriented Training Cum Placement Center to Candidates Enter into It Company for Their Support Field in All Preferred Location.

EDUCATIONAL QUALIFICATION:

MBA – HR (CORRES)

- IDE Madras University

BCA (2021-2024)

- A.M. Jain College – 80.14%

HSC (2020-2021)

- Jaigopal National H.R SEC School – 76.39%

KEY SKILLS:

- Knowledge in Recruitment Concepts
- Ability To Understand Staffing Needs
- Basic Understanding of Technical Profiles
- Effective Communication

SOFTWARE TOOLS:

- MS Excel
- MS Word
- Google Sheets

CERTIFICATION:

- Certificate of Participation in Hr Masterclass in AI Powered Tools.
- I had completed GTTF-Barclays Life Skills Program.
- Certificate of Application in BIT SYNC for volunteers

PROJECT:

Expenses Management

Expenses Management Project involves the process and systems used to track, Monitor and Control Expense Within an Organization to analysis, Budgeting, Reporting or Cost Optimization Strategies.

INTERNSHIP:

Got certified in Corizo by completed cloud computing internship training

DECLARATION:

I have declared that all the above furnished information is true to the best of my knowledge and belief

