



NIVETHA RAVIKUMAR
B.Com (General)

MBA 2nd Year (Fourth Semester)

Pursuing MBA at IIET, Meenakshi Sundararajan School of Management, Kodambakkam
(Affiliated to the University of Madras, Approved by UGC and AICTE)

Residential Address: NO: 1413 TP chathiram main road kilpauk Chennai-600010

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D.O.B: 29-07-2001/ 21 years

PROFILE:

I did my schooling at **St George's Anglo Indian Higher Secondary School, Chennai** and completed my **X** standard in 2016 with **79%**. Completed my **XII** in 2018 from **St George's Anglo Indian Higher Secondary School, Chennai** with **76.5%** of marks. Completed my Graduation in **B.Com. (General)** in 2021 from **Bhaktavatsalam Memorial College for Women, Chennai** with **71.6%** of marks. Pursuing **MBA** at **IIET, Meenakshi Sundararajan School of Management, Kodambakkam** (Affiliated to the **University of Madras**, Approved by UGC and AICTE) with **81.31% (till third semester)**.

ACHIEVEMENTS:

- Won **district level** tournament in **Volleyball**, Chennai.
- Participated in **NPTEL** (National Program on Technology Enhanced Learning) accredited with **46 %** successfully completing the course and the topic was **PRINCIPLES OF HUMAN RESOURCE MANAGEMENT**.
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EXTRA CURRICULAR ACTIVITIES:

- Participated in **NCC** and got **A** grade.
- Participated in **Rotary club**.
- Participated in **ONLINE QUIZ** on 08th June, 2020, organized by the **NDLI** club of **BHAKTAVATSALAM MEMORIAL COLLEGE FOR WOMEN, CHENNAI**.
- Participated in several Global Events some of them are “**Future Of Career In Technology**” “**Hammering The Glass Ceiling For Women Entrepreneurs**” Organized by **NDLI** club of **MEENAKSHI SUNDARARAJAN SCHOOL OF MANAGEMENT, CHENNAI**.

SEMINAR AND CONFERENCE PARTICIPATED:

- Participated in “**5W 1H of Investment**” Workshop conducted by **Siddikendra 22**, Department of Management Science University Of Madras.
- Participated in “**Digital Marketing** “Management by **Siddikendra 22**, Department Of Management Science University Of Madras.
- Participated in National Webinar titled “**Research Methodology**” on 11th June 2020 organized by **PG & Research** Department of Commerce **BHAKTAVATSALAM MEMORIAL COLLEGE FOR WOMEN, CHENNAI**.

COURSE COMPLETED:

- Completed Certificate course in **Active Basic IT** from **NIIT FOUNDATION**.
- Completed Certificate course in **Tally Essential- Comprehensive** from **NIIT FOUNDATION**.

SOFTWARE KNOWN:

- **MS OFFICE**
- **CANVA**
- **Kinemaster**
- **Inshot**

EXPERIENCE:

Internship at **TAMIL NADU CO-OPERATIVE MILK PRODUCERS' FEDERATION LIMITED Chennai** on Financial Activities, Production Activities and Products for 20 days

PROJECT:

Ongoing project "**A Study on Safety Health and Environment at Paint Industry**"
In **Nippon Paint Private Limited India**. My project period is for 49 days and my roles are:

- Scheduling of interviews
- Collection of employee's details and documents.
- Cross verification of details and CTC
- Filing of employee's documents.
- Collection of medical bills
- Validation of medical bills.

INTERESTED:

Interested in pursuing a career in Human **Resource**.

DECLARATION:

I hereby declare that the above-furnished details are true and correct to the best of my knowledge and my belief.

Date:

Place: **Chennai**.

(Nivetha Ravikumar)