

SRIYA SURESH KUMAR

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Mob no. 8139061555

CAREER OBJECTIVE

I am seeking an opportunity where I can utilize my potentiality and my skills for the growth of the organization.

EDUCATIONAL QUALIFICATION

Qualification	Institution	Board/ University	Year	Marks/ CCPA
MASTER OF HUMAN RESOURCE MANAGEMENT	De Paul Institute of science and Technology, Kerala, India	Mahatma Gandhi University	2018-2020	Waiting for the Results
BCOM	Rajagiri College of Management and Applied Sciences , Kerala ,India	Mahatma Gandhi University	2015-2018	7.27 CCPA
XII	Indian Central School, Kuwait	CBSE	2015	85%
X	Indian Central School, Kuwait	CBSE	2013	86%

TECHNICAL SKILLS

- **Applications:** MS Office Word, Power Point, Excel

PERSONAL QUALITIES

- Quick Learner.
- Good listening skills.

- Workaholic.
- Problem solving skills.
- Good communication and interpersonal skills.
- Focused and punctual.

ACADEMIC PROJECTS / INTERNSHIP / WORK EXPERIENCE

Projects:

Human Resource project on “A study on the effectiveness of fringe benefits on employee retention” was completed as per academic requirements at **Anna Aluminium Company, Kizhakambalam, Kerala.**

Duration: 1 month

Objectives:

- To study different fringe benefits provided by the company.
- To study the level of satisfaction of employees towards various fringe benefits provided by the company.
- To study the loyalty of employees towards the company after getting fringe benefits.

Human resource project on “A study on competency mapping in **AlHasawi Group, Kuwait**

Duration: 1 month 12 days.

Objectives:

- To analyze the awareness of employees about competency mapping.
- To study how competency mapping is beneficial to the organization.
- To identify the factors that influences the competency mapping of the company.

Internship and Work Experience:

Worked as an **office secretary** in **Darwaza Printing Press, Kuwait.**

Duration: 2 months and 17 days

Worked as an **intern** and conducted the study on Job Enrichment at **AlHasawi Group, Kuwait.**

Duration: 1 month and 5 days.

Worked as **HR Trainee** at **Smart HR Concepts, Palakad, Kerala.**

Duration: 4 months

Currently working as **HR intern** part time job in **Ignite Academy** Kochi, Kerala.

ACADEMIC CREDENTIALS

- School topper for Informatics with 99%

EXTRA-CURRICULAR ACTIVITIES AND ACHIEVEMENT

- Numerous recognition has been received in extracurricular events in school and college level.
- Won prizes in Cultural activities at school, college and various events.
- Completed the training for English Communication and Soft Skills provided by DePaul Finishing School.
- Active participation in national level management fest “Daksh 2019” by De Paul Institute of Science and Technology as an Event Coordinator.
- Completed Interview skills online course offered by TCS iON, Digital Learning Hub.

LANGUAGE KNOWN

- Proficient in English and Malayalam
- Working knowledge of Hindi

INTERESTS AND HOBBIES

- Listening music
- Dancing

PERSONAL DETAILS

- Date of birth : 23rd December 1996
- Address : Kalappurakkal (h) P.O. Valapad, Thrissur, Kerala.
- Passport no : L4904925
- Passport Validity : 05 - 03- 2024
- Mobile Number : +918139061555
- Nationality : Indian

REFERNCE

- Nisha Ann Jacob, Assistant Professor, De Paul of Science & Technology (DiST), Angamaly, Kerala.

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- Chinju Anoop, Assistant Professor, De Paul of Science & Technology (DiST), Angamaly, Kerala.

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DECLARATION

I do hereby declare that the information and facts stated above are true, correct and complete to the best of my knowledge.