



# PRIYANKA P

## PROCESS ASSOCIATE - ORDER MANAGEMENT

An aspiring business executive eagerly looking for a challenging position in an organization in order to expand the horizon of knowledge and arm with professional experience to archive the self actualization goal being in a designation to lead the organization to successful ventures

- 7602136946
- priyankapativada1997@gmail.com
- Flat No: 403, Tharani Elite, Gollavellipalem, Sujtha Nagar. Visakhapatnam, India

## Education

Manipal Institute of Management ( MAHE)  
2018 - 2020

St. Joseph College for Women A (Andhra University)  
2014 - 2017

S.E.Rly Girls' Higher Secondary school  
2012 - 2014

S.E. Rly Mixed High School  
2011 - 2012

## CERTIFICATION

Coursera  
2019 - 2019

Coursera  
2020 - 2020

Coursera  
2020 - 2020

Coursera  
2019 - 2019

Coursera  
2018 - 2018

Coursera  
2018 - 2018

Coursera  
2018 - 2018

### MBA (HR and Finance)

Percentage: 80%

### BA ( Commerce, Economics and Management Studies)

Percentage: 76%

### 12th

Percentage = 58%

### 10th

Percentage = 60%

### Formal Financial Accounting

### Behavioural Finance

### Behavioural Investing

### Introduction to Public Speaking

### Nutrition and Lifestyle

### Effective Problem Solving and Decision making

### Time Management Personal and Professional Productivity

## Experience

London Stock Exchange Group/Refinitiv  
2020 -

Board Infinity  
2020 - 2020

Tata Enterprise  
2019 - 2019

### Process Associate - Order Management Team

Managing and solving the technical error in Order processing.  
Resolving and correcting the errors made by User while processing the order.  
Playing an active role in properly flow of order management process.

### Talent Acquisition Trainee (Intern)

Recruitment and selection of Candidates  
Intial Screening of candidates  
Resumes Scanning

### Finance Intern

Financial Statement Analysis  
Ratio Analysis  
Researching Financial Information for better future decision making

## Projects

Manipal institute of Management (MAHE)  
2019 - 2020

Manipal Institute of Management (MAHE)  
2018 - 2019

St. Joseph's College for Women (AU)  
2016 - 2017

### Leadership style and their Impact on Employee Motivation

Relationship between Leadership Styles and Employee Motivation  
Impact of Leadership Styles in Employee Motivation and Job Satisfaction.

### Work Life Balance

understanding work life and personal life of employees.

### Job Satisfaction of Petrol Pump Workers

Understanding the Satisfaction level of Workers  
Understanding the Work Life Balance.

## Other Info

### Skills

Microsoft Soft, Tally, Business Analytics, HR Analytics, SAP  
via SAP Education's Site License Program 2014

### Interest

ART CRAFT, PAINTING, DRAWING, READINGS  
BOOKS OF INDIAN WRITERS

### References

Manju Pathania Biswas  
Asst. Professor - KC College, Mumbai  
Email ID: manju.pathania@gmail.com

### Languages

English, Hindi, Telugu

### Others

Time Management, Flexibility, Dedication, Hardworking, Communication Skills,

### Awards

5 Certificate of Merits in Sports Day 2019-2020.  
Certificate of Merit in Crossword Puzzle.  
Certificate of Merit in 66th Republic Day Dance Competition.