

Priya.K.K



14th Main Road,
4th Cross Road,
Sector 5, HSR
Layout, Bengaluru,
Karnataka 560102



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+91 7019519471

SKILLS AND EXPERTISE

- Interpersonal skills
- Presentation skills
- Soft skills

Software tools

- MS PowerPoint
- MS Excel
- Apple iWork

CERTIFICATIONS AND TRAININGS

- Advanced Excel
- Sales Psychology
- Soft Skills
- E-Business



REFERENCE

Mr. Ashish H P,
Operations Manager,
Bulk Hiring- South
India
OLX People
Mob: +91-9611991400



SUMMARY

Personable and collaborative HR with 1+ year of experience introducing modern methods and techniques to improve department performance and candidate experiences.



EXPERIENCE

Kamsys Techsolutions, Coimbatore

HR Executive (Dec 2019-Mar 2020)

- Internal recruitment and selection.
- Placement and Orientation.
- Payroll handling and salary processing.
- Employee engagement and performance appraisal.
- Grievance handling.

OLX People, Bengaluru

Recruiter (Feb 2019-Dec 2019)

- Getting client requirements.
- Generating leads through Monster, Quikr, Naukri, OLX, Facebook, LinkedIn and through employee references.
- Client Co-ordination and interview.

Reliance Retail Ltd

Associate and Managerial hiring (2 Months internship)

- Candidate registration and profiling (Associate and Managerial hiring).
- Attrition Control Predictive Index Tool.
- Candidate RPAT Test.



ACADEMICS & QUALIFICATIONS

Acharya Institute of
Management
Science, BANGLORE
UNIVERSITY

Master of Business Administration (Core
specialization in Human Resource Management);
CGPA - 6.99/10 (2017-2019)

People's Co-op Arts
and Science college,
KANNUR UNIVERSITY

Bachelor of Business Management
CGPA - 2.74/4 (2013-2016)

Kendriya Vidyalaya
No.2, Kasaragod

Class XII (Commerce)
PERCENTAGE - 79.6% (2012-2013)