

LAYANA PP



CONTACT

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☎ 056-9447183

📍 Naval Base, Kochi, India.

in layanauthaman35@gmail.com

PERSONAL DETAILS

Date of Birth : 04/09/1995

Marital Status : Single

Nationality : Indian

SKILLS

Strong motivational and leadership skills.

Excellent presentation and interpersonal skills.

Ability to work in a team as well as individuals.

Good communication skill with positive outlook.

Empathetic and Patient.

LANGUAGE

English

Hindi

Tamil

Malayalam

ACHIEVEMENTS & AWARDS

OBJECTIVE

Goal focused individual seeking a challenging position to enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges. And work with a team of professionals by improving my productivity and provide them with a level of support they expect and work towards a common goal.

EXPERIENCE

Sterling and Wilson Chennai

July 2019 - June 2020

HR trainee

Training and development

Employee engagement activities

MIS

ESIC

Employee joining formalities and Employee on boarding

EDUCATION

Amity University Kochi

2019

MBA in HR and Marketing

Mangalore University

2016

BBM in Marketing

Kendriya vidyalaya kannur

2013

HSC - Commerce

Kendriya vidyalaya kannur

2011

SSC - Hindi

Participated for “South Indian Fashion League” at AKKADIANS Modelling Company.

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3rd price for Hindi Poem writing competition.

Selected for Treasure Hunt (ELATION2K18) college level.

Volunteered for blood donation camp in college.

2nd price for solo dance competition in college.

PROJECTS

Company Name : Surya Roshni Ltd.

Project Title: Customer satisfaction for Surya Roshni ltd under various segments in Bangalore city.

(Duration: Two Months)

Description :

Prepared the customers database and Collected feedback from electrical retail shops.

Submitted weekly report to the company.

Met purchase managers / electrical managers/chief engineers of various institutions like hospitals, star hotels, banks, educational institutions, builders and constructions.

REFERENCE

A. Thivakar - "Sterling and Wilson"

Deputy General Manager

9677017401

DECLARATION

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

Yours truly

Layana PP

Place : Al qusais 2 , Dubai