|  |  |  |
| --- | --- | --- |
| **Name** | **:** | **JAYA SURYA. E** |
| **Date of Birth & Age** | **:** | **25/05/2000 21 years** |
| **PG Specialization** | **:** | **HUMAN RESOURCES & MARKETING** |
| **Phone** | **:** | **8760129001** |
| **Email** | **:** | [**Js8760129@gmail.com**](mailto:Js8760129@gmail.com) |
| **LinkedIn Profile** | **:** | [linkedin.com/in/jaya-surya-5795b3221](https://www.linkedin.com/in/jaya-surya-5795b3221) |



**CAREER OBJECTIVE**

* A fresh graduate with Human Resource Management and looking for suitable job position in a reputed organization to apply my advanced communication skills, managerial and organizational skills along with administrative knowledge. Graduate in Sales and Marketing looking for a challenging role at an established organisation to incorporate my skills and competencies to drive revenue and leads and facilitating effective client relationships and collaborations.

**EDUCATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Year of Completion** | **Course Studied** | **Name of the Institution / University** | **Major Subject Studied** | **Percentage** |
| 2020-2022 | PG (II) | SJB Institution of Management studies | MBA (HR& Marketing) | 69% |
| 2017-2020 | UG (III) | Karpagam Academy of Higher Education | BSC (CS) | 64% |
| 2016-2017 | 12th | Sri Ragavendra Higher Secondary School | Accounting, Auditing, Commerce | 89.08% |
| 2014-2015 | 10th | Sri Ragavendra Higher Secondary School | Maths, Science, Social Science | 85% |

**INTERNSHIP & PROJECTS**

|  |  |  |  |
| --- | --- | --- | --- |
| **Company Name** | **Date** | **Project / Internship Title** | **Project / Internship Description** |
| 1.CIPLA Pharmaceutical limited | Oct 2021-nov 2021 | Cipla Pharmaceutical Ltd | Organizational study |

**IT PROFICIENCY**

* C, c++
* Java
* Oracle
* MS Office Excel

**Voluntary activities**

* Co-ordinator in fresher day.

**EXTRA CURRICULAR ACTIVITIES**

* Knowing about gadgets.
* Effective collaborator.
* Customer centric leadership
* People management.
* Critical thinker & Creative mindset

**PERSONAL DETAIL**

|  |  |  |
| --- | --- | --- |
| Gender | **:** | **Male** |
| Father Name | **:** | **Ellagoven** |
| Permanent Address | **:** | **345,Kamaraj Street, DG pudur , Nalroad.638503** |
| Languages known | **:** | **Tamil, English** |
| Res. Phone | **:** | **8760129001** |

I hereby affirm that the information in this document is accurate and true to the best of my knowledge.

**Jaya Surya. E**