

## HANEESHA CHAMAN NAZER

- hanin2614@gmail.com
- **&** 8220614268
- Plot1 D4 Vasandham Apartments, Alagappa Nagar, Vallalar Street, Zamin Pallavaram Chennai -600117, Tamilnadu, INDIA

#### Skills

Time Management Skills

Motivated and persistent

Relationship building skills

Lisentning skills

#### Field of Interest

**Employee Relations** 

Recruiting and staffing

Networking and communication

Logical thinking

## Objective

An able, keen, skilled, and trustworthy individual seeking a computer technician position. Bringing strong computer skills, and personal attributes including devotion, meeting goals, inventiveness, and the aptitude to follow through.

## Academic Details

# THE KAVERY ENGINEERING COLLEGE ANNA UNIVERSITY

B.E (Computer Science Engineering), 69%, 2010

# ST MARYS GIRLS HIGHER SECONDARY SCHOOL METTURDAM

HSLC, 73%, 2006

# ST MARYS GIRLS HIGHER SECONDARY SCHOOL METTURDAM

SSLC, 90%, 2004

## Work Experience

#### MODERN CONSTRUCTION

HR recruiter, Mar 2011 - Apr 2013

Role: Screening resumes and conducting first level of interviews.

Interview candidates (via phones and in-person). Provide shortlists of Qualified candidates to hiring Managers.

Send job offer emails and answer queries about compensation and benefits.

Act as a consultant to new hires and help them onboard.

## Industrial Exposure

#### **Implant Training at:**

Done 5 months training under SAMCYS TECHNOLOGIES as trainee.

### Achievements

Participated in the Student Developer Conference Conducted by MICROSOFT TECHNOLOGIES

Attended a Sun Educational Services session on "Introduction to Java with NetBeans"

Attended and certified to C-DEBUGGING and Q-CAFE held on The Kavery engineering college



#### Co-Curricular

Volunteering work

Sports team

Drama & Music

#### **Extra-Curricular**

Reading newspaper

Surfing Net



**Teamwork** 

**Dedication and Hardworking** 

## **Hobbies**

Yoga

Cooking

**Dancing** 

Travelling

## **Declaration**

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Date: 13/01/2020 Place: Chennai N- March

(HANEESHA CHAMAN NAZER)