

DONA JIJI

Contact: +91 9447069598

E-Mail: donajiji95@gmail.com



CAREER OBJECTIVE:

At an entry level position in the field of Human Resource, where to manage the interpersonal skills, teamwork and coordination queries are required. And to work in a challenging environment that will foster my growth as a professional as I develop my skills and widen the scope of my knowledge.

ACADEMIC PROFILE:

Course	University/Board	Institution	Year of Passing	Percentage
MBA(HR, International Business)	Mahatma Gandhi University	Marian International Institute of Management, Kuttikanam	completed	73%
B.Com Co-operation	Mahatma Gandhi University	St. George's College, Aruvithura	2017	73%
Plus Two	Board of Higher Secondary Education, Kerala	St. Thomas HSS, Erumely	2014	83%
S.S.L.C	CBSE	Nirmala Public School, Erumely	2012	63%

ORGANISATION AND INTERNSHIP:

- Done Internship and Organization at Marico Limited, Palakkad from March 2018 to May 2018.
- Done Internship at Future Retail at Thiruvananthapuram from 1st September 2017 to 10th September 2017.
- Done my project in big bazar entitled on "study on influence of big bazar profit club card in employee engagement "in big bazar, Kochi from April 1st 2019 to May 31st 2019.

ACHIEVEMENTS:

- Severed the position of class representative.
- Student volunteer in Caligo Management fest in Marian International Institute of Management, Kuttikanam.
- Participated in Dance competition at the State level.

CERTIFICATION:

- SAP Course Completion

- Import-Export Certification

SKILLS & HOBBIES:

Personnel Skills:

- Disciplined, dedicated
- Commitment to a work
- Ability to manage people
- Communication skill

Hobbies:

- Listening music
- Cooking
- Watching movies

PERSONAL DETAILS:

Date of Birth : 4 Th December 1995
Address : Vettukallamkuzhy (H)
Erumely p.o
Erumely
Kerala
Languages Known : English & Malayalam
Gender : Female
Nationality : Indian
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REFERENCES

Dr. Prof. Arunshankar : Marian International Institute of Management, Kuttikanam.
(Faculty)
9600901075
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DECLARATION

I, Dona Jiji, hereby declare that the information provided above is true to the best of my knowledge and belief.

Date: 16/7/2019
Place: Kuttikanam

DONA JIJI

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