



AFRA AZAD

HR EXECUTIVE

Career objective

Being a committed team player, want to be a part of a renowned organization to add value to it backed up by my educational qualifications and personal capabilities and to develop my career by learning in a professionally dynamic environment.

Contact



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EDUCATION

MBA- HR

MACFAST, MG University
Tiruvalla
2016-2018

BBA

St. Mary's College for Women
MG University, Tiruvalla
2013-2016

SKILLS

- Strong communication
- Strong Analytical skills
- Accuracy and attention to details
- Organization and prioritization
- Problem solving
- Quick Learner
- Organizing and Presentation skills

ACHIEVEMENTS

- **MG University 1st Rank Holder, MBA 2016-18**
- **College Topper** in BBA (2016)
- Student Coordinator on Placement Drives, MACFAST.
- Community Resuscitation Volunteer, Pushpagiri Hands to Heart Campaign
- Elected as University Union Counsellor(2016).
- Worked as Marketing and Finance Volunteer, Tantra 2k17

Work Experience & Internship

2018 May -
Present

HR Executive
Cyberia Softwares Pvt. Ltd., Trivandrum

April 2018- May
2018

• IBS Software Services
Technopark, Trivandrum

January 2018-
March 2018

• M-Squared Software Services
Technopark, Trivandrum

Projects Undertaken

- MBA Final Project:- A Study on Work Life Balance and Job Satisfaction Among the Employees at M-Squared Software and Services, Technopark, Trivandrum, 2018
- BBA Final Project "A Study on Effectiveness of Reward on Employee Motivation At Alleppy Co-operative Spinning Mills Ltd", Kareelakulagara, Kayamkulam (2016).

SEMINARS ATTENDED

- Demonitisation on November 2016, MACFAST.
- Budget Analysis on February 2017.

CERTIFICATIONS

- Tally ERP9 From InfoGraphics Technical Training Services, Kottayam, (08/05/2015)

LANGUAGES KNOWN

- English
- Hindi
- Malayalam
- Tamil

DECLARATION

I hereby declare that the above mentioned information is correct and very much sincere as far my knowledge.

AFRA AZAD