



MARIA JAMES

 **9497544517**

 **mariajames144kuttue@gmail.com**

 **CHERACKAYATH HOUSE, ANCHALPETTY P.O,
ERNAKULAM, KERALA**

PROFILE: ABOUT ME

I am a fresher in MSW(HRM), seeking a job which provides me an ample opportunity to utilise and improve my skills and knowledge, to grow along with the organisation's objectives. My desire is to create a true, valid and dedicated arena where I work.

EDUCATION

- **MSW (HUMAN RESOURCE MANAGEMENT)** Completed
MADRAS CHRISTIAN COLLEGE Marks: 72%
UNIVERSITY OF MADRAS – CHENNAI, TAMIL NADU
- **B.A ENGLISH LANGUAGE & LITERATURE** Graduated
GIRIDEEPAM INSTITUTE OF ADVANCED LEARNING Marks: 83%
MAHATMA GANDHI UNIVERSITY – KOTTAYAM, KERALA
- **12TH (SCIENCE)** Completed
BHAVANS NEWSPRINT VIDYALAYA (CBSE) Marks: 57%
KOTTAYAM, KERALA
- **10TH** Completed
BHAVANS NEWSPRINT VIDYALAYA (CBSE) Marks: 92%
KOTTAYAM, KERALA

INTERNSHIPS

- **FUTURE RETAIL LIMITED (NILGIRIS)** MAY 2019 – JUNE 2019
GOLD SOUK, VYTILLA, COCHIN
(HR INTERN)
- **TAJ MALABAR RESORT & SPA** FEB 2019 - MAR 2019
WILLINGDON, ISLAND, COCHIN
(HR INTERN)
- **CELEBRITY FASHIONS LIMITED** NOV 2018 - FEB 2019
TAMBARAM, CHENNAI
(HR INTERN)

- PEOPLE SOLUTIONS CONSULTANCY SERVICES JULY 2018 – SEP 2018
NUNGAMBAKKAM, CHENNAI
(IR & ESS INTERN)
- HINDUSTAN NEWSPRINT LIMITED MAY 2018
VELLOOR, KOTTAYAM
(HR INTERN)
- ARUNODHAYA CENTRE FOR STREET & WORKING CHILDREN
ROYAPURAM, CHENNAI NOV 2017 – MAR 2018
(FIELD WORK TRAINEE)
- ICMS INTERNATIONAL (AVIATION) ACADEMY APR 2016 – MAY 2016
KOTTAYAM
(ADMISSION COUNSELOR)
- GIRIDEEPAM BETHANY CENTRAL SCHOOL JAN 2016
BETHANY HILLS, KOTTAYAM
(TEACHING TRAINEE)
- JEEVAN TELECASTING CORPORATION LIMITED APR 2015 – MAY 2015
PALARIVATTOM, COCHIN
(ENGLISH NEWS EDITOR)

TRAINING & CERTIFICATIONS

- Mentor's Training for PROJECT PUTHRI, AVATAR Human Capital Trust, 2017
- Certificate Course in Tourism Studies, IGNOU, 2016
- Credit Course: Working with Microsoft Office 2013, NIIT Ltd, 2004

AWARDS & HONOURS

- ✓ Evening College Endowment Prize 2019- Madras Christian College.
- ✓ Documentation Committee Convenor – Sunergeo 2018, Annual Study Conference, Dept. of Social Work.
- ✓ Accommodation & Food Committee Leader - Industrial Visit 2018 (Mysuru, Coorg).
- ✓ First Rank Holder, BA English Language & Literature, Mahatma Gandhi University - 2017.
- ✓ Student Secretary of English Literary Association for Creativity, Excellence and Services (ELACES), GIAL.
- ✓ Won prizes in College fests, State-level and School-level competitions in Music.

SKILLS

- Excellent written and verbal communication skills in English and Malayalam.
- Ability to work independently and as a group.
- Leadership skills.

LANGUAGES

- ❖ Malayalam & English- Fluent
- ❖ Hindi & French- Basics

PERSONAL INTERESTS

- ✚ Literature
- ✚ Singing
- ✚ Reading & Writing
- ✚ Travelling

PROJECTS

- A Study on the Effect of Mentoring on an Individual and in Building Team Spirit, Brightstar India Shared Services, Chennai. (June 2018-Feb 2019)
- A Study on the Health and Hygiene Conditions in Perumbakkam Resettlement Colony, Chennai. (Nov 2017-Mar 2018)
- Community Organisation Program in Perumbakkam on Poor Healthcare Services in the area. (Nov 2017-Mar 2018)
- Group Project and awareness campaigns on Good Health and Well-Being. (July 2017-Oct 2017)

PERSONAL INFORMATION

Father's Name: **Mr. C V James**

Birthday: **November 08, 1995**

Marital Status: **Single**

Mother's Name: **Mrs. Jiji James**

Gender: **Female**

Nationality: **India**

REFERENCES

- Dr. Baily Vincent,
Assistant Professor, Department of Social Work
Madras Christian College, East Tambaram, Chennai – 600059, Tamil Nadu
Tel +91.9003018067 E-Mail: bailvinc@gmail.com

DECLARATION

I, Maria James, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.

MARIA JAMES
