



DEEPIKA SABUMON

@ deepikasabumon@gmail.com
7736695785
Uthradamveedu Cheruvaranam Varanam P O Cherthala Alappuzha PIN:688555
<https://www.linkedin.com/in/deepika-sabumon>

Skills

Leadership Skill Managerial Skill
Interpersonal Skill Listening Skill
Ms Powerpoint Ms Word Ms Excel

Reference

Kiran Vijay - "SNGCE"
Asst.Professor
kiranvjy@gmail.com
9809082432

Personal Details

Date of Birth : 07/08/1998
Marital Status : Single
Nationality : Indian

Objective

To be associated with a progressive organisation where it provides a platform for gaining exposure and nurturing my professional growth and also develop my calibre to work towards achieving organizational goals and to occupy a better career targets in the progress.

Experience

KINDER WOMEN'S HOSPITAL AND FERTILITY CENTRE CHERTHALA
HR TRAINEE 10/01/2022 - Still Working
I am working as HR Trainee in the department of HR. My duties and Responsibilities are;
Recruitment
Induction & Orientation
Employee File Management
Attendance & Leave Management
Preparation of Staff CTC breakups
Training And Development
Identity Card
Performance Management
Employee Engagement
Grievance Redressal
Payroll Management
Punching
Exit Formalities

Education

Sree Narayana Gurukulam College of Engineering Kadayirippu
MBA HR AND MARKETING 2019-2021
CGPA:8.36
Sree Narayana Arts And Science College Kumarakom 2016-2019
Business Administration
A GRADE

Internship

Hedge Equities 08/06/2022- 22/08/2020
HR Intern
NGC Pvt.Ltd 07/12/2020 to 18/02/2021.
Business Development Intern

PROJECTS

- A study On Work Life Balance at Hedge Equities.**
To analyse the worklife balance of employees. It helps to know the workers efficiency and working environment of Hedge Equities.
- A Study On Workers Participation in Management at Autokast Ltd.**
To analyse the workers participation in management through various parameters.

- **A Study on Effectiveness of Internal Marketing At Kerala State Coir Corporation Ltd. Alappuzha.**

To analyse the effectiveness of Internal Marketing that helps to organization for execute the various plans.

Achievements & Awards

- Certification in Knockdown the Lockdown from TCS.
- Participation Certificate In Management Fest From Ilahia College.
- Certification In Legal Framework for Compensation Management.

HOBBIES

- 1)Singing
- 2)Watching Vlogs
- 3) Listening Music