

BINDHYA SASIDHARAN

MARKETING CONSULTANT (PRESENT)
HR CONSULTANT (PAST)

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Bindhya S Nair

Petta, Tripunithura, Ernakulam



PROFESSIONAL SKILLS

MARKETING

- Marketing Strategies
- Customer Handling & Care
- Outbound & Inbound Sale
- Social Media Marketing
- B2B & B2C

HR

- HRM
- Administration
- Recruitment
- Documentation

EDUCATION

- ✚ Bachelor of Arts English Lit) - 2005
- ✚ PGDCA - 2008
- ✚ Computer TTC - 2008

PROFESSIONAL TRAINING & SKILLS

- ✚ Trained in SAP CRM - 2008
- ✚ Trained in MS Office - 2008

ABOUT ME (Professional)

Managerial profession with overall 17 + Years of Experience. I have been working as an HR for few years and very few years in marketing field till present. My change from HR to Marketing have made me understand the markets, public interest, market values, strategies etc. I have worked both in IT & Non-IT Sectors. Previously worked in Sales & Services. Always passionate about taking challenges & new platform to understand them. In addition to my extensive experience, I have a strong Communication & Customer service Management. Capitalization of my success, I am seeking professional opportunities to leverage my expertise and demonstrate my experience at a progressive company that is positioned for strong growth.

PROFESSIONAL EXPERIENCE

MARKETING CONSULTANT

May 2022 – Present

Getellaam Software & Hardware Solutions

- Clients Relations & Sales
- Customer helping with Marketing Strategies
- Handling Digital Marketing Team & Software Development Team
- Customer Support & Service
- Support Customer with understanding the advance technologies

HR MANAGER

Aug 2021 – May 2022

Seeroo IT Solutions Pvt Ltd

- HR & Admin
- Recruitment

HR MANAGER

Jul 2021 – Aug 2021

Centre Source Consultancy Pvt Ltd

- HR & Admin
- Recruitment
- Budgeting of the Company and Project

MANAGER (OPERATIONS & HR)

Nov 2019 – Jul 2021

GetIn HR Solutions

- HR Consultant
- Documentation & Training

KEY SKILLS

- Marketing
- HR
- Designing
- Documentation
- Resume Creation
- Proficient in the use of MS Office
- Customer Service Orientation
- Staff Training & Query handling
- Working within strict deadlines
- Art Work
- Painting

HOBBIES

- Planting
- Painting
- Art Works
- Carpeting
- Macramés
- Designing

ABOUT ME(Personally)

Plant & Animal Lover, Good Listener, Believer in Karma, Good Mentor. Nature loving person.

Love to create art related things in a creative manner either via using paint, wood or macrame rope or any broken piece of glass materials.

I don't escape from Issue or crisis I try to find a solution.

A good Trainer & Mentor Personal and Professional.

I am a person who gives values to humans and believe in equal rights in Men & Women

SD/-

Bindhya S Nair

HR RECRUITER (IT&NON-Area) Aug 2018 – Nov 2019 *Freelancer*

- Recruiting for IT & Non-IT with screening round for Interviewers.

OPERATIONS MANAGER(HR&ADMIN) Mar2018–Aug 18 *Netcrew Technologies Pvt Ltd & Kerala Steds (Institution)*

- Sales – Networking & Cyber Security
- HR & Admin

HR MANAGER May 2017 – Sept 2017 *Le Maritime Kochi (A Unit of Sea Lagoons Hotels Pvt Ltd)*

- HR & Admin
- Classification
- Recruitment

GENERAL MANAGER (Sales) Dec 2016 – May 2017 *S. R-Value*

- Dealing with sales coordination, service & its complaints.
- HR Administration.
- Daily meeting with sales & service team
- Revising and preparing DSA sheets for Sales
- Strategic Planning
- New Ideas and Implementation.
- Handling Service department with solving queries of Complaint Customers.
- Scheduled Meetings with clients
- Second authorized of the company

HR MANAGER Nov 2013 – Sept 2016 *Spericorn Technology Pvt Ltd*

- Paper preparation and implementation for the start up
- HR & Admin
- Recruitment

MANAGEMENT EXECUTIVE Apr 2013 – Nov 2013 *Techversant Infotech Pvt Ltd*

- Admin
- Recruitment

OFFICE ADMINISTRATIVE Aug 2011 – Apr 2013 *IIITMK - Kerala*

PROCESS ASSOCIATE Jul 2008 – Jun 2011 *RR Donnelley India Outsource Pvt Ltd (UK Based)*

TRAINER Feb 2008 – Apr 2008 *St Xavier's Computer Center*

TEACHER Jan 2007 – Jan 2008 *Shan's Academy*

FRONT OFFICE ADMINISTRATIVE