



AJUN SAJI

CONTACT

Address

Kaniyaram Kottu House,
Karukone P O, Anchal
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EDUCATION

- 2022
MBA Finance and HR
Kerala University
- 2019
Professional Diploma in
Computerized Financial
Accounting
Kerala State Rutronix
- 2018
BA Economics
Kerala University

PERSONAL PROFILE

Father's Name : Saji G

Date of Birth : 19/09/1997

Gender: Male

Nationality: Indian

Marital Status: Single

Religion : Christian

LANGUAGE

Malayalam - Native

English - Fluent

Hindi - Fluent

Tamil - Intermediate

CAREER OBJECTIVE

To grow with a leading organization that utilizes my abilities to the fullest extent possible, helping me realize and develop my potential and be a part of a team that scale greater height through continuous learning process and utmost dedication.

Career Path

- As a **Recruitment Associate (Intern)** at Perfomatix Solution Pvt. Ltd. Trivandrum (June 7th – July 21st 2023)

CERTIFICATIONS

- **Principles of Human Resource Management**
NPTEL
- **Strategic Performance Management**
NPTEL
- **A1 Certificate Level Indonesian Language Course**
Indonesian Embassy, New Delhi

PROJECT DETAILS

- A study on effectiveness of training programme for entry level employee in United Electronics India Limited, Kollam (July 2022)
- A study on Automobile Industry with special reference to TATA Motors, Mahindra Limited and Hyundai India Limited (Feb 2022)
- A study on online shopping trend among youth with special reference to Amazone and Flipkart Online Shopping Site (March 2018)

PROFESSIONAL SKILLS

- Good Communication Skill with a focus on team building and customer relation.
- Mastery of Microsoft Office (Word, Excel, PowerPoint) and Google Suite (Docs, Sheets and Slide).
- Proficiency in data entry, email management, spreadsheet, video conferencing and cloud based storage service.

DECLARATION

I hereby declare that all the above furnished details are true up to the best of my knowledge and it is bonafide. I am also confident in my ability to work in a team and to achieve the task given to me the best of my knowledge.

AJUN SAJI