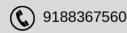


# CONTACT



- namithasnair2598@gmail.com
- **a** Ranni, 689674

### **PERSONAL DETAILS**

- Date of Birth -25/06/1998
- · Nationality -Indian
- · Marital status -Married

#### **SKILLS**

- Communication skill
- · Microsoft office
- HR Recruiter

#### **ACTIVITIES**

- Dancing
- Badminton
- Gardening
- Traveling

# **NAMITHA S NAIR**

### **OBJECTIVE**

A graduate seeking an opportunity to utilize my knowledge to built a career that would intrinsically help me achieve greater practical excellence in management skills and contribute my level best to the organization.

# **WORK EXPERIENCE**

# Muthoot Hospital Kozhencherry June 2022 - June 2023 GUEST RELATION AND WARD SECRETARY

- Handling any PR related issues that may rise. Focusing on marketing the company through partnership and advertising.
   Regularly submitting PR reports.
- I am keeping nurses station in a hospital running smoothly by carrying out duties assigned by a registered nurse (RN)or other hospital departments as well as to patient visitors.

## **EDUCATION**

Jyoti nivas college Banglore 30/04/2021

**MBAHR** 

• MES College Erumely 30/04/2019
BBA

# **PROJECT**

 A study on organization culture on employees performence with special reference to Anna Aluminum Company Pvt Ltd, Kochi.

Project Trainee

 Human resource Planning And Retention With Special Reference to Vibrant NDT Service Pvt Ltd, Chennai.

**Project Trainee** 

#### CERTIFICATION

Completed the Cyber Threats and Attack Vectors by coursera.

# **DECLARATION**

 I hereby declare that information provided above is true.