**RESUME**

Isaac Alias

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**Career Objectives**

I look forward to work in your organization as Junior HR/Administrator which offers a challenging opportunity to enhancing my knowledge, skills and experience that would allow me to contribute towards achieving the organizational goal to the best of my potential.

**Educational Qualification**

* 10th Passed from Board of Government of Kerala with 62% in 2007.
* 12th Passed from National Institute of Open Schooling (NIOS) Government of India with 56% in 2011.
* BBA, Mahatma Gandhi University-Illahia College of Arts and Science with 48% in 2014.
* MBA with emphasis on Human Resource Management & Marketing Management with Second class Mahatma Gandhi University- GTIMT

DOB 17-1-1991

Gender: Male

Marital Status: Single

**Experience**

* Worked at Vision Honda

**Highlights**

* Participated in discussion programme “BUDGET 2015 HOPE FOR THE YOUTH" organised by Kerala State Youth Commission. Can work within a set budget and meet expectations.
* Researched and conducted seminars on “ Job satisfaction of employees at Metrolla Steels Pvt Ltd, India”. Able to recognize worker’s needs.
* Researched on “Organisational study at Metrolla Steels Pvt Ltd”.
* Researched and conducted seminars on “Evaluation of work life balance among women employees in Human Resource Management at Synthite Industries”.
* Expert in Microsoft Office.

**Additional Skills**

* Identifies problems and provides well thought solutions.
* Speaks confidently in public settings.
* Welcomes responsibility.
* Strong planning skills.