

SOWMIYA M

Email id : sowmiyapreethi11@gmail.com

Career Objective

An enthusiastic and disciplined person looking for a stable position as a HR- Trainer in APD Department to improve and share my knowledge for the improvement of students and growth of the Institution.

Educational Qualification

- ❖ Master of Business Administration with specializations in HR and Finance from Sakthi Institute of Information and Management Studies under Anna University in 2017 with 82.4%.
- ❖ Bachelor of Science with specializations in Information Technology from Nallamuthu Gounder Mahalingam College under with Bharathiar University in 2015 with 62.9%.
- ❖ Passed higher secondary from Mariammal Girls Higher Secondary School under state board in 2012 with 75.25%..
- ❖ Passed high school from Akshaya Academy Matriculation Higher Secondary School under matriculation board in 2010 with 86.20.Diploma course in basic art of self management.

Work Experience

Destination : HR-Trainer, Academy for Professional Development

College : Nallamuthu Gounder Mahalingam College, Pollachi

Duration : From September, 2017 to till date.

Key Responsibilities Handled:

- ❖ Helping and Enlightening students in making jobs
- ❖ Proficient in developing skills and giving practical knowledge
- ❖ Organizing the events to enhance the skills of students

Academic Projects

PG Project :

Project Title : A Study on Effectiveness of employee's time management, with special Reference to Mangal Woods, Aachipatti.
Duration : February to May - 2017
Description : It proves that effective time management in the organization will increase Organization's performance.

UG Project :

Project Title : Coconut Farming
Duration : December -2014 to April -2015
Environment : Windows-XP
Technology : Dot Net, SQL
Description : The project concentrates on systemizing the manual work.

In plant Training

Company Name : Archanaa Auto Power looms, Gollapatti.
Duration : 1 Month (May 2016)
Description : It helps me to know about the functions and process of the various departments in the company.

Computer Knowledge

Programming Languages	: C, C++
Database Tools	: Oracle 8i
Web Technology	: HTML
Package	: MS Office
Operating system	: Windows XP

Achievements

Co-Curricular Activities:

- Participated in the One day National Level Workshop on “Entrepreneurship and Business Solutions” organized by BBA Department, on February 2018.
- Coordinated the workshop RYLA program was organized by APD in association with Rotary club of Pollachi on 24th February 2018 conducted by Mr. Ramji Ragavan, Trainer and Moderator of Rotary club for various department students in NGM College.

- Coordinated and trained the students for a Three Days Summer camp-Dexterity 2018 was conducted by APD department from 23rd to 25th April 2018 for the school children to enhance their social and Life skills.
- Guided and conducted a viva for the Mini- Project on the title ‘A Study on Consumer Awareness and Preference towards Cashless transaction and Mobile wallets’ for Students of Computer science stream to develop their practical knowledge on May – 2018.
- Half a day training program was conducted on the topic regarding Time Management for Oxford Matriculation Higher secondary school students, Anamalai on the basis of improving the time management skill among the students on 21/06/2018.
- Participated in the One day Faculty Development Program on “Empowering others and taking ownership- Mentoring the Mentors Program” was organized by APD to the newly recruited Faculty members on 21/07/2018.
- Organized a half a Day quiz program titled “Cognitio” was conducted by the quiz master Mr.Rajmohan, Assistant Professor, SIIMS on 21.08.18 . The objective of the program is to evaluate the student’s ability towards business skills.
- Participated in the One day Faculty Development Program on “Creating a Perception on Operating Governance at workplace” was organized by APD in association with the Department of human excellence and Placement cell to the newly recruited Faculty members on 24/08/2018.
- Attended a one-day national workshop on “Research Tools for Management” conducted by Department of Management Studies And Research in Coimbatore Institute of Management and Technology, Coimbatore on 26.02.16.
- Participated in the E SUMMIT “E-NEXT” Entrepreneurs club conducted by PSG College of Technology on 11th and 12th March, 2016.
- Completed the assessment for the role of Customer Care Executive conforming to National Skill Qualifications Framework Level-4 at IL&FS Institute of Skills, Tamil Nadu through Nallamuthu Gounder Mahalingam College, Pollachi.

Extra Curricular Activities:

- ❖ Completed a vocational Training in the trade of vinegar, fruits, vegetables & cool drinks preparation & Preservation under Man power development & Training Programme of the Scheme of Community Development on 24.11.14 to 28.11.14.

- ❖ Completed a vocational Training in the trade of embroidery under Man power development & Training Programme of the Scheme of Community Development from 01.04.15 to 30.04.15

Personal Details

D.O.B : 11/05/1995
Hobbies : Reading Books, Cooking & Gardening
Languages known : English, Tamil(Read, Write ,Speak)
Hindi(Read, Write)
Address : D/o, V.Murugesan,
2/9, KondeGoundenPalayam,
Negamam(via), Pollachi(tk).
Pin code : 642120.

Reference

Mr.S.Rajmohan,
Assistant Professor,
Sakthi Institute of Information and Management Studies, Pollachi.
Qualification :M.B.A.,M.Phil.,(Ph.D),
Specialization :Marketing & Finance.
E-mail : rajmohan.s@siims.ac.in

Declaration

I hereby declare above given information are true to best of my knowledge and belief. I promise to work sincerely and prepared to do hard work duly abiding to organization.

Place:

Date:

(Sowmiya M)