***Career Objective (Business Administration in Finance and Human Resources):***

Seeking an opportunity that satiates my thirst to work by amalgamating my skills that helps the organization to reach new heights and unfolding myself in continuous learning

***Educational Qualifications:***

|  |  |  |  |
| --- | --- | --- | --- |
| Year | Qualification | Institute | Percentage |
| 2014 | P G D M | IIM-I | 66.44 |
| 2010 | B E | IIT - KGP | 75.35 |
| 2006 | XII, A.P Board | Venus Junior College | 86.40 |
| 2004 | X, A.P Board | Vikas High School | 87.33 |

***Key Courses:***

Financial Statement Analysis, Financial Management, Working Capital Management, Training and Development,

Industrial Relations and Labor Laws, Compensation Management, Performance Management

***Work Experience: May -14 - Jan -16***

Oracle Corporation

Human Resources (OD)

***Roles & Responsibilities:***

* Responsible for the Total HR Process and to look after the issues related to work force and implementation of feasible work culture
* To conduct and evaluate the Training of newly inducted employees and Development needs of the employees
* Administering Employee Grievances and performing timely gap analysis

Intron Life Sciences Corporation ***Oct -13 - May - 14***

Management Trainee (Admin)

***Roles & Responsibilities:***

* Responsible for the Total Financial Process and to look after the issues related to work force and strict implementation of Financial Discipline in the manufacturing unit
* To analyze and evaluate the balance sheets and conducting financial statement analysis to ensure good financial health and submitting detailed financial report to the senior management

***Skills and abilities:***

* Ability to work in a team structure and to communicate clearly with the persons in and outside the organization
* Capable to plan do organize the work and can extract, analyze the quantitative data
* Ideal decision making ability and solving work place intricacies

***Projects Undertaken:***

|  |  |
| --- | --- |
| ***Project*** | ***Description*** |
| A Study on Effectiveness of Training and Development Programs on Safety for Employee Enrichment – Rashtriya Ispat Nigam Limited – Vizag Steel (Summer Internship PGDM) | The project is based on study carried out regarding to the Effectiveness of Training and Development Programs on Safety and to know the enrichment of employees regarding the awareness on Safety |
| A Study on Financial Performance along with other Balance Score Card Objectives at Intron Life Sciences Corporation (Long Term Project PGDM) | The objective was to study and analyze the financial performance along with other Balance Score Card objectives and to suggest measures to be taken by the organization to optimize their performance |
| Indian Pharmaceutical Patents – A case study of issues in innovation, competition, cliff and cases – Dr.Reddys | The project deals with the capturing of generic drug market that leads to huge profits for the pharmaceutical companies. The report clearly envisages about the availability of treasure pocket for the pharmaceutical companies to capture the generic drug market |

***Co-Curricular Activities:***

* Scored 99.22 Percentile in Common Admission Test (CAT)2011
* Working as lecturer for teaching of Logical Reasoning and Quant in Vishwa Academy Presently
* Participated in generic drug market capturing in Asian countries conference held in Acharya Nagarjuna University
* Participated in Asia Pacific HRM Congress 2013 held at Bangalore by Fun and Joy at Work
* Organized and worked as active member for HR club in IIM Indore 2013
* Player for South Zone Cricket Team for IIT-KGP

***Extra - Curricular Activities:***

* Won Shivaji foundation general knowledge award in 1997
* University cricket player, mainstream bowler for University team and our team winning the University tournament for three consecutive years
* Loves to listen D.K.Pattammal and Bombay Jayashree Carnatic vocals
* Won 2nd Prize in badminton and athletics competition at high school level
* Completed Hindi and Sanskrit primary national level examinations

***Key Interests:***

* Solving Sudoku and Logical puzzles and watching creative shows and documentaries
* Playing Cricket and badminton - Represented class at various college and university competitions

I certify that the particulars given above by me are true to the best of my knowledge and belief

***N.L.N.Sharma Sanga***