

AZMA BEGUM

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**Career Objective:**

To leverage my knowledge and expertise and to be part of an organization that provides opportunities to fully utilize my training and skills, while making a significant contribution to the success of the company and for exploring new avenues for mutual growth.

Educational Qualification:

Course	Institute/Board	University/ board	Passing Year	Percentage
M.B.A (Marketing and HR)	Acharya Institute of Management and Sciences	Bangalore University	2021	71(till now)
B.TECH (ECE)	Ravindra College of Engineering For Women	JNTU University	2015	64.02
XII	Narayana Junior College	State Board	2011	82.6
X	Vishwa vani vidya niketan	State Board	2009	84.3

Experience:

Company Name : Infrarays It Solutions pvt ltd

Role : Manual Tester

Duration : 11/01/2016 to 30/11/2018

INTERNSHIP 1 :

Company name : Manasio pvt ltd

Proposed area : HR Recruiter

Internship period : 45 days

Responsibility : Designing and updating job descriptions, sourcing potential candidates from online channels,interviewing candidates,following up on the interview process status.

PROJECT : Study on Selection and recruitment process at “MANASIO PVT LTD”

INTERNSHIP : 2

Company name: Supply Street

Proposed area: E Commerce Catalog Management (Marketing)

Internship period: 1 month

Responsibility: Interacting and coordinating with category vendors on data and onboarding them on our B2B platform.

PROJECT TITLE : “A study on B2B marketing strategies and understanding vendors behaviour at SUPPLY STREET “

INTERNSHIP : 3

Company name : NJ INDIA INVEST

ROLE : E WEALTH TRAINEE

Internship period : 2 months

Responsibility : Interacting with different types of clients and understanding consumer behavior towards NJ group.

Strength and Skills:

- Positive attitude-creating a positive work environment
- Goal oriented-meeting deadlines and result achiever
- Flexibility and adaptability
- Quick learner and team player
- Creativity
- Honesty and integrity
- Negotiating skills
- Communication skills

Certification:

- Certificate by STYRE LEARNING- iwork 101: pages,numbers & keynote at AIMS institutes
- Certificate by Edupinnacle-Advance excel training conducted at AIMS Institutes during 2019 to 2021
- Certificate by coursera – Digital product management .
- Certificate by Edupinnacle-Tableau Course conducted at AIMS institutes during march to July 2020
- Certificate by Edupinnacle- Business Analytics course conducted at AIMS institutes during march to July 2020
- Certificate by Edupinnacle-R-programming course conducted at AIMS institutes
- Certificate by Edupinnacle – Analytics through Excel course conducted at AIMS institutes
- MS EXCEL (Beginner to Advanced)- udemy
- Certificate by google digital garage – fundamentals of digital marketing
- Certificate by Google analytics academy-Business analytics

Achievements:

- Paper presentation on “ 5 Pen Pc technology” at Ravindra college of Engineering for women,Kurnool.
- Got an merit scholarship in 12th grade.

Workshops attended:

- Attended a workshop on “Ethical hacking “ at G. Pullaiah college of Engineering
- Attended a workshop on “Quadcopter” at Ravindra college of Engineering for women
- Attended a workshop on “ New trends and approaches in Human resource” at academy of higher learning,Bangalore university

Event organized:

- Event coordinator for the “Cultural Fest” for the year 2015(RCEW)
- Event coordinator for the “Women’s Day” for the year 2014(RCEW)
- Event coordinator for the “ RAYONS2K15” for the year 2015 (RCEW)

Activities of interest:

- Listening to music
- Eager to learn new technologies
- Watching series

Languages known:

- English
- Hindi
- Telugu