



PALLI NAVEEN

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PROFESSIONAL SUMMARY

Recent MBA in Strategic HR graduate with a strong foundation in Human Resource Management and a keen interest in Talent Acquisition and HR Processes. Adept at understanding end-to-end HR processes and committed to delivering effective, technology-driven HR solutions. Demonstrates strong analytical, communication, and collaborative skills with a passion for continuous learning and professional growth.

KEY COMPETENCIES

Talent Acquisition | Human Resource Management | Adaptability & Quick Learning | HR Process Implementation

INTERPERSONAL SKILLS

Strong Communication | Team Player | Relationship Building | Conflict Resolution | Adaptability | Empathy

INTERESTS & HOBBIES

Fitness Activities | Travelling | Cooking

LANGUAGES KNOWN

English | Hindi | Telugu | Odia

PERSONAL DETAILS

Mother's Name: Palli Lata

Father' Name: Palli Devi Prasad

D.O.B:

12/02/2001

EDUCATION

MBA (Strategic HR) | Chandigarh University, Gharuan, Punjab

Session: 2023-2025

Bachelors in Business Administration | Andhra University, Visakhapatnam

Session: 2020-2023

Intermediate (CBSE) | Centurion Public School, Parlakhemundi, Odisha

Session: 2018-2020

Matriculation (CBSE) | Green Valley Public School, Rayagada, Odisha

2018

INTERNSHIP

TUITIONKARO.IN | HR INTERN

July 04- August 19

- Streamlined Recruitment Processes: Assisted in the recruitment process by screening resumes and conducting initial phone interviews
- Data Management and Reporting: Maintained accurate records of candidates and recruitment activities, ensuring compliance with data privacy regulations and improving data integrity
- Orientation: Facilitating orientation sessions for new hires, introducing them to company policies, culture, and procedures.
- Documentation Management: Ensuring all necessary paperwork is completed and filed correctly for new employees.
- Understanding Regulations: Gaining knowledge about employment laws, company policies, and ethical standards in HR practices

CERTIFICATIONS & AWARDS

- Talent Acquisition - HRCL
- Managing Human Resources- University of Minnesota
- Talent Management- Coursera
- Microsoft Excel- Coursera
- Management Consulting- Emory University
- Talent Management - Great Learning Academy
- Human Resource Management – Great Learning Academy
- Project Management – Great Learning Academy
- HR Analytics – AON HR Learning Center

EXTRA CURRICULAR & CO-CURRICULAR ACHIEVEMENTS

- Part of the Student council as Head boy at school, 2017-2018
- Senior sports Captain at School
- House captain at school

EVENT PARTICIPATED

- Data visualization for Managers Organised by Chandigarh University | September 2024