

# Human Resource Executive

## Meghana Jogu

Email: meghana.jogu1@gmail.com | Phone: 7416359184

Location: Hyderabad, India | LinkedIn: linkedin.com/in/meghana-jogu098021218

## Summary

Dedicated IT professional and Aspiring Human Resource Specialist with a strong Skills with HR and employee engagement, With an MBA in HRM and 2 years of experience in Windows, Infrastructure management.

## Education

- MBA in Human Resource Management , from Malla Reddy Engineering & Management Sciences, GPA 7.0 Hyderabad. 2022 – 2024
- **Major Project Details :**
  - A Study on Human Resource Information Systems in Retail Stores.
  - Research Methodology.
  - HRM Practices.

## Work Experience

Infrastructure Analyst - Windows

DXC Technology | Bangalore, India | Sep 2021 - Jan 2024

- Monitored network systems, servers, applications, and infrastructure for performance issues, ensuring 99% uptime and proactively resolving potential disruptions. Handling Daily Operations call, change call and Client meetings.
- Resolve most technical incidents independently within technical area.

## Skills

- Recruitment & Talent Acquisition.
- HR Policies & Compliance .
- Good Communication skills.
- Incident Management, Change Management, ITIL.
- Network Troubleshooting, Server Administration .

## Certifications

- Microsoft Azure Fundamentals (AZ-900), Credential ID: 44ECD4-D3D019.
- Oracle Cloud Infrastructure Foundations 2021 Certified Associate.
- Azure Administrator (AZ-104), Credential ID: 0000232076 .

## Education

- Bachelors in Mathematics, Physics, and Computer Science BSC MPCS (CGPA: 7.8) from K V Ranga Reddy Degree College for Women, Hyderabad.

## Achievements

- Promoted from Assistant Coordinator to Professional Associate within 1 year due to exceptional performance.
- Recognized for dedication, quick learning, and outstanding contributions to client projects.

