

MEENAKSHI KATHIVARU

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OBJECTIVE

Motivated and people-oriented B.Tech graduate with strong communication and organizational skills, aspiring to start a career in Human Resources. Eager to contribute to HR functions like recruitment, onboarding, employee engagement, and HR operations while learning and growing in a dynamic work environment.

EDUCATION

B.Tech in Electrical Electronics Engineering, Rajiv Gandhi University of Knowledge Technologies, Basar2020 - 2024

CGPA: 7.7

Pre University Course, Rajiv Gandhi University of Knowledge Technologies, Basar

2018 - 2020

CGPA: 8.7

Secondary Schooling, Telangana State Model High School,Ibrahimnagar

2017 - 2018

CGPA: 9.8

SKILLS

- **Organizational Skills**
- **Multitasking**
- **Adaptability**
- **MS Excel, Word, PowerPoint**
- **Strong Communication, Interpersonal Skills**
- **Email Writing , Reporting**
- **Problem Solving , Empathy**

PROJECTS

Intern

Aug 2024

Prototype for EV Applications:

- Designed a power transmission system ensuring operational efficiency, demonstrating an understanding of energy transfer principles.

Wireless Power Transfer System:

- Researched and implemented a double-sided LCC compensation model, highlighting precision and attention to detail in technical projects.

Designing the web page of Digit institute

- Developed and designed a web page for the institute using front-end technologies like HTML, CSS, and JavaScript.
- Gained experience in full-stack development and enhanced problem-solving and debugging skills.

POSITIONS OF RESPONSIBILITIES

● **NSS VOLUNTEER, RGUKT Basar**

2020 - 2021

Instructor and Coordinator of weekly workshops. Prepared students with the preparation needed for training of work ethics for future.

● **Event Organizer - Antahpragnya—RGUKT Basar**

2021

Coordinated and managed various technical events, ensuring smooth execution. Handled event logistics, registration, and communication between sponsors, participants.