



ABOUT ME

A diligent individual with the audacity to challenge the status quo, seeking a **Human Resources (HR)** position in a highly regarded organization to put the acquired business acumen, knowledge and skills to use and make significant contributions to the success of the company

CONTACT

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HOBBIES

Listening Music
Traveling
Reading
Singing

SKILLS

- # Commercial awareness
- # Communication
- # Teamwork
- # Negotiation and persuasion
- # Problem solving
- # Leadership
- # Organisation
- # Perseverance and motivation
- # Ability to work under pressure
- # Confidence
- # Managing ambiguity
- # Resilience
- # Analytical skill

SALMA KALIYATH

EDUCATION

MBA-International Business

Bharathiyar university Coimbatore

BBA-Finance

Calicut University-2017

Secured First Class in Board of Secondary & Senior Secondary Examination.

WORK EXPERIENCE

Worked as a Merchandising coordinator at JALEEL HOLDINGS Dubai.
Oct 2021-Mar 2022

Where I was assigned to planogram for 8 retail stores for boosting sales.

- Every stock keeping unit has to be measured -height, width and depth and input the right dimension into the Database for incorporating into the software.
- Capture product images from internet or by physical. Crop and align into software.
- Create planogram by using sales data considering the display space, merchandising guidelines and make alignment with buyers.

ACADEMIC PROJECT

A study on ERP-effective usage of enterprise resource planning in Organization

Project was done in Daya hospital, Thrissur as a part of my BBA studies and secured a grade for prodigious merit.

Description

- To identify how ERP works
- Types of ERP systems and ERP software deployment options
- what industries can ERP used for
- When does your business need ERP
- How does ERP help improve and grow a business
- How to select an ERP system
- Check list for an ERP system

Completed **Introduction to Finance** Online Course from Edapt Learning

Completed **Stock Market Investing** Online Course from Edapt Learning

LANGUAGE

English
Malayalam
Tamil
Hindi

Extra-Curricular Activities

Got Best Student Award for Academic and non-Academic exceptional excellence

Participated in MBA EDU EXPO Programme for representing the College and won Third price.

International education fair organized by Edu-expo has grown to be education exhibition, where thousands of motivated students and their families meet with prestigious education providers from all around the world including USA, UK, EUROPE and Asian countries.

Generated apposite presentations and prepared engaging skits of various projects, college festivals, concerts, lectures and discussions to assist teachers and fellow students.

Active member of student council- delegated tasks to other volunteer students and reported results to advising teachers in addition to providing assistance in school affairs and activities

Good Knowledge MS Office [Advanced Excel], and Hardware and Internet.
Familiar with Windows