

ROHIT RAJENDRAN

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OBJECTIVE

Seeking a position in a growing organization where I could be resourceful, innovative and flexible in contributing to the growth of the organization.

Academic Qualifications

| Degree/Certificate | Institute | Board/University | Year | % / CGP A |
|------------------------|--|------------------------|-----------|-----------|
| MBA(HR and Operations) | Sri Krishna College of Technology | Anna University | 2018-2020 | 9.05 |
| B.Tech (E.C.E) | Manakula Vinayagar Institute of Technology | Pondicherry University | 2011-2015 | 9.03 |
| Higher Secondary | Delhi Tamil Education Association | CBSE | 2011 | 74.2% |
| Senior Secondary | Delhi Tamil Education Association | CBSE | 2009 | 87% |

Additional Qualification

- Pursuing “PG Diploma Labour Law & Admin Law” from Madurai Kamaraj University (DDE)
- Completed E0 Competency in Agile Process

Work Experience

| Name of organization | Designation | Duration |
|---------------------------------------|-------------------------|----------------------------------|
| Pixon Innovicx | Administrative Incharge | 10 Months (Nov'17-Aug'18) |
| TATA Consultancy Service New Delhi | System Engineer | 27 Months (June'15 – Sept'17) |

Pixon Innovicx- Roles and responsibilities

- As an Administrative Officer, Got the opportunity to lead a 15 member team.
- Conducted technical trainings to improve the competency of the team.
- Maintained the up-to-date employee holiday records and daily attendance.
- Organized and scheduled meetings for the senior managers.
- Maintained supplies inventory by checking inventory; placing and expediting orders for supplies and verifying receipt of supplies.

TCS- Roles and responsibilities

- Daily attended Scrum calls with client.
- Worked for “Lollyds Bank” in the development of web services.
- Daily attended defect call from development team with CTS and onsite client.
- Performed critical production support activities including incident analysis, ticketing, restart/recovery and documentation.
- Handled one of the largest delivery centers in New Delhi as an Internal IT Member.
- As a problem management SPOC, maintained the ALM Tool for my team and performed Unit testing along with the UI Testing to rectify the errors.
- Managed the change request of the clients efficiently.

Summer Internship Program

| Name of organization | Project Title | Duration |
|-----------------------|--------------------------|---------------------------------|
| Saint Gobain - SEFPRO | Employee training portal | 31 days (June'19 – July '19) |

- Worked with IT department to gather workforce requirement.
- Coordinated the interview during selection process.
- Organized the induction program for new joiner by finding and inviting speakers.
- Performed the HR audit for the recruitment and the exit policy followed in the company.
- Designed the prototype for the employee training portal.
- Organized the doubt clearing session and Coffee connect program for all offered candidates.
- Corrected the various employee letters and designed the feedback form for the training session.
- Helped them to calculate the head count percentage for three years for various locations

- **Final Year Internship Program**

| Name of organization | Project Title | Duration |
|----------------------|---|-------------------------------|
| NSPCL(NPTC&SAIL JV) | To study the impact of work life balance and continuance commitment of employees in NSPCL – New Delhi | 4 months (Feb'20 – May'20) |

Co-curricular activities

- Participated in **TANTRA'19** conducted by **Amrita School of Business**.
- Campus Ambassador the **E-Cell IIT Delhi**.
- Campus Ambassador for the **E- Cell NIT Trichy**.
- Participated in **YUGAM'19** conducted by **KCT School of Business**.
- Completed **C and Basics of C++** conducted by **IBM** in MVIT, Puducherry.

Leadership and organizational abilities

- Lead coordinator during the client visit to **TCS-New Delhi Office**.
- **HR Club president** and conducted various events
- Management coordinator in the **MITRONCE 2014** a national level technical symposium held at MVIT.
- Football team **CAPTAIN** for the three consecutive years in the college (2013-2014-2015).
- **HEAD BOY** of the school formally elected by the students and the teachers.
- **VICE HEAD BOY** of the school and won with majority of the votes.
- Successfully organized **FRUTION'15** a College level placement function.

Achievements

- Got **star player of the Team** award in TATA CONSULTANCY SERVICES.
- Rewarded with the **BEST TEAM** award in TATA CONSULTANCY SERVICES.
- Runner up in Zonal level Maria Philip Inter College Debate Competition conducted by **XIME BANGLORE'2018**
- Runner up in the **STATE LEVEL INTER COLLEGE FOOTBALL** tournament by MVIT.

Personal profile

Father name : Mr. R.Rajendran
Mother name : Mrs. R.Maheswari
Date of birth : 27.04.1994
Languages known :

| Language | Read | Write | Speak |
|----------|------|-------|-------|
| English | ✓ | ✓ | ✓ |
| Hindi | ✓ | ✓ | ✓ |
| Tamil | ✓ | ✓ | ✓ |
| Telugu | | | ✓ |

Hobbies : Playing football

Declaration: I hereby declare that all the above given information are true up to my knowledge.

PLACE : New Delhi

DATE :

(Rohit.R)