

NAME: MOON MOON KONWAR

Contacts Details:

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CAREER OBJECTIVE

Seeking a position where I can build up an innovative career in the organization by using my skills and other significant talents and which provides me job satisfaction and self development and also help me to achieve personal as well as organizational goals.

AREA OF INTEREST

Industrial Relation, Human Resource, Labour Relation, Labour Welfare, Labour Laws, CSR, Social Protection, Decision Making, Asset and Liability Management, Customer Retention, Project Management, Co-ordinator.

ACADEMIC QUALIFICATION

Degree	Institution/ Board	Division/Marks	Year
M.A in Labour Studies And Social Security	Tata Institute of Social Sciences, Guwahati, Assam	5.6 (Grade-B)	2013-15
B.A (Honours) in Political Science	University of Delhi	Second division (53.54%)	2013
H.S in Humanities	Sivasagar Junior College, Assam (SEBA Board)	Second division (56.2%)	2010
H.S.L.C	Godhula Brown Memorial English High School, Sivasagar, Assam (SEBA Board)	Second division (50.16%)	2008

ACADEMIC PROJECTS

1. Internship: One month internship on Grievance Management System of ONGC (HR, IR Department)

Organisation: ONGC, Nazira, Assam

Contribution: Collect information by visiting various section of ONGC with both structured and non-structured questionnaire.

Description: This project was about employee's opinion and responses regarding the grievance management system and how its work in the organisation.

2. Dissertation topic: INFORMAL LABOUR IN FORMAL SECTOR: Contract Labour in ONGC, Sivasagar, Assam.

Organisation: ONGC, Nazira, Assam

Contribution: Collect information through contract labour and contractor by visiting various drilling site of ONGC with both structured and non-structured questionnaire.

Description: The main objective is to analyse the workings condition of contract labour, their ways of livings and what other benefits are available for them and so on.

FIELD WORK EXPERIENCES

- Field Research on Handloom Industry in Sualkuchi, Assam.
- Field Exposure to CSR initiative Project Support by North Eastern Development Finance Corporation Ltd. (NEDFi) at Khetri.
- A Field Based Study Undertaken on Commercial Sex Workers And Issues of their Livelihood in Guwahati.
- Industry Visit at Tea Estate under Amalgamated Plantation Private Limited (APPL), Nonoi, Assam.
- Field work on Railway Coolie

SKILLS

- Research
- Networking
- Use of Microsoft Office

PERSONALITY TRAITS

- Problem solving skills.
- Strong motivational and leadership skills.
- Exceptional presentation and interpersonal skills.
- Ability to work in team as well as individual.
- Can work under pressure.
- Target oriented.
- Quick learner.

EXTRA CURRICULAR ACTIVITIES

- Involved in various cultural activities held at School and College level.
- Took part in cricket and various sports held at school and college level.

LANGUAGE PROFICIENCY

Language	Spoken	Written
English	Good	Good
Hindi	Good	Good
Assamese (Mother Tongue)	Fluent	Fluent

PERSONAL INFORMATION

- Sex - Female
- Date of Birth - 19-03-1992
- Father's Name - Krishna Konwar
- Nationality - Indian
- Religion - Hinduism
- Permanent Address - Namtial Pathar, Dorikapar, Sivasagar, Assam,
- Pin - 785640
- Domicile State - Assam

DECLARATION

I do hereby declare that all the information furnished above are true and correct and to the best of my knowledge.

DATE:

PLACE:

Moon Moon Konwar