



Tradeshala Training & Consulting Firm

Registered Office: Work Floor, Motati Meadows, 1st Floor, Bennigna Halli, Swami Vivekananda Road, Bangalore, Karnataka, 560016

01-March-2022

Internship Certificate

This is to certify that **Ms. Gayana V**, has successfully completed her internship with Tradeshala Training & Consulting Firm as Human Resource Specialist -Intern for the period of 3.5 months (November 16th -February 28th 2022).

During the period, she handled Corporate relation, Interview process, and coordinating with universities and colleges, also engaged in various project and made processes to streamline the operation, and brainstorm and executed several strategies to promote growth.

During the course of the internship, **Ms. Gayana V** has shown a great amount of responsibility, sincerity, and a genuine willingness to learn and a zeal to take on new assignment and challenges which is mentioned in the Tradeshala Evaluation form (P:2).

We wish her all the best in her future endeavors.

Warm Regards,
For Tradeshala Training & consulting firm.



Prakash Jamatia
Authorized Signatory



Tradeshala Training & Consulting Firm

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Name: Ms. Gayana V College/University: IIPR Internship Duration :3.5 Months Date of Joining & Ending :November 16 th -February 28 th 2022	Superior	Above average	Satisfactory	Below average	Poor	
ATTITUDE	5	4	3	2	1	
Building Relationships / Team Work (e.g. cooperative, courteous, tactful, poised, mature and friendly with co-workers, seniors and juniors.)	✓					
Genuineness (e.g. demonstrates sincerity and authenticity in interaction. Presents a consistent self.)	✓					
Drive (e.g. demonstrates ambition and enthusiasm for his/her field/career choice.)	✓					
Personal Motivation (e.g. demonstrates a desire to learn and persevere. Expresses a positive attitude.)	✓					
Patience (e.g. demonstrates patience in dealing with co-workers' differences in work style.)	✓					
Work Ethic and Reliability (e.g. dependable and prompt, with appropriate work habits for the industry.)		✓				
Dress Code (e.g. dresses appropriately for the industry and exhibits good grooming.)		✓				
CAPABILITIES AND ABILITIES	5	4	3	2	1	
Information Processing (e.g. able to gather and analyze information by employing appropriate communication, observation and questioning skills.)	✓					
Conducting Business (e.g. able to demonstrate decision-making, problem-solving and organization skills.)	✓					
Communication (e.g. able to convey and receive intended messages (oral and written), engage in open and honest communication and give and receive feedback.)	✓					
Leadership (e.g. able to take the initiative when appropriate to explore new processes and procedures.)		✓				
Flexibility / Adaptability (e.g. able to integrate into new environments or groups, able to switch between tasks.)		✓				
Quality Of Work (e.g. thorough and accurate in tasks. Demonstrates attention to detail, regular improvements in work, and follow through of duties to completion.)		✓				
Overall work performance of the student:	5	✓	4	3	2	1

Warm Regards,
For Tradeshala Training & consulting firm.



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