

12th July 2023**To Whomsoever It May Concern**

This is to certify that **Ms. Aishwarya G** student of B. Com., third year St. Joseph College of Arts & Science, Sipcot, Mookandapalli Hosur- 635126, has undergone an Internship Training in our organization from 26th June 2023 to 12th July 2023.

During this period, she interacted with various department to acquire the basic knowledge.

We wish her all success in her future endeavors.

For Tenneco Automotive India Pvt. Ltd.,



Sathiyam M
HR – Generalist

12th July 2023

To Whomsoever It May Concern

This is to certify that **Ms. Aishwarya S** student of B. Com., third year St.Joseph College of Arts & Science, Sipcot, Mookandapalli Hosur- 635126, has undergone an Internship Training in our organization from 26th June 2023 to 12th July 2023.

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For Tenneco Automotive India Pvt. Ltd.,



Sathiyam M
HR – Generalist

12th July 2023

To Whomsoever It May Concern

This is to certify that **Ms. Avanthi A** student of B. Com., third year St.Joseph College of Arts & Science, Sipcot, Mookandapalli Hosur- 635126, has undergone an Internship Training in our organization from 26th June 2023 to 12th July 2023.

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For Tenneco Automotive India Pvt. Ltd.,



Sathiyam M
HR – Generalist

PERIYAR UNIVERSITY

INTERNSHIP TRAINING REPORT FORMAT

1	Name of the candidate	Bavya.S
2	University Examination Registration Number	C21UG152COM011
3	Name of the College	ST. JOSEPHS COLLEGE OF ARTS AND SCIENCE FOR WOMEN, HOSUR
4	Name of the Department / Degree	Commerce / B. Com
5	Name of the Industry/Institute in which for Internship Training Undergone	Tenneco Automotive India Pvt Ltd, Hosur
6	Guide/ Supervisor under whom the training undertaken	M.Sathyan (HR-Generalist)
7	Title of the Training	A Study on Assembly Department of Tenneco Automotive India Pvt Ltd, Hosur
8	Brief output of training (not more than 2 pages) – Attach Annexure – 1	(Enclosed)
9	Conclusion	Secured Practical Knowledge and experience in preparing audit report
10	Outcome of the Training	Knowledge and skills gained through the internship training program can be applied in real life scenario

S-Bavya
Signature of
the student

M-Sathyan
Signature of
the guide

Head of the
Department

Signature of
Principle

P. Haritha
INTERNAL EXAMINER

12th July 2023

To Whomsoever It May Concern

This is to certify that **Ms. Bavya S** student of B. Com., third year St.Joseph College of Arts & Science, Sipcot, Mookandapalli Hosur- 635126, has undergone an Internship Training in our organization from 26th June 2023 to 12th July 2023.

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For Tenneco Automotive India Pvt. Ltd.,



Sathiyam M
HR – Generalist

**A STUDY OF HUMAN RESOURCES DEPARTMENT OF TENNECO
AUTOMOTIVE INDIA PRIVATE LTD, HOSUR**



Tenneco Automotive India Limited is an unlisted private company incorporated on 12th January, 1998. It is classified as a private limited company and is located in Hosur, Tamil Nadu. The company designs, manufactures, and market ride performance, clean aur products, and technology solution for light vehicles and commercial trucks. There are approximately 2000 employees in the organization and production is run at three different shifts. Tenneco's customers are Ashok Layland Pvt Ltd., Ford, BMW, Toyota and many other companies.

HUMAN RESOURCE DEPARTMENT

Human resources streamline the management of human resources and capital. The human resources department maintains a complete database that includes contact information, salary details, attendance sheet, and promotions for all employees. An advanced HR system is integrated with the management system to optimally utilize the skills of all employees.

RECRUITMENT AND SELECTION PROCESS

Tenneco offers a full time job to the candidates looking for the job in the mechanical field. Company selects both freshers and experience candidates and the recruitment process is outlines with major and minor responsibilities such as coordination, work skill, and team work. The eligible candidates for the employment are IT, Diploma in Mechanical, B.Sc. Degree in Industrial, Electrical, Mechanical, or Chemical engineering with strong understanding of manufacturing and maintenance requirements to meet personnel safety, and quality standards. Candidates for administrative work must have a work experience of atleast three years. Freshers are recruited and given training for a period of 6 months. Safety measures are provided to the employees that include Hand gloves and mask. Health checkup is provided for the employees 3 months once.

FUNCTIONS

HR function refers to the tasks performed in an organization and a variety of activities that significantly influence almost all areas of the organization aim at:

Recruitment and selection of personnel to fill specific jobs within an organization.

10th July 2023

To Whomsoever It May Concern

This is to certify that **Ms. Evangelin Jennifa S L** student of B.Com., third year St.Joseph's College of Arts & Science for Women, SIPCOT, Mookandapalli, Hosur - 635126, has undergone an Internship Training in our organization from 26th June 2023 to 10th July 2023.

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For Tenneco Automotive India Pvt. Ltd.,



Sathiyam M
HR - Generalist

10th July 2023

To Whomsoever It May Concern

This is to certify that **Ms. Hemalatha V** student of B.Com., third year St.Joseph's College of Arts & Science for Women, SIPCOT, Mookandapalli, Hosur - 635126, has undergone an Internship Training in our organization from 26th June 2023 to 10th July 2023.

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For Tenneco Automotive India Pvt. Ltd.,



Sathiyam M
HR - Generalist

12th July 2023

To Whomsoever It May Concern

This is to certify that **Ms. Kaviya Laxmi D** student of B. Com., third year St.Joseph College of Arts & Science, Sipcot, Mookandapalli Hosur- 635126, has undergone an Internship Training in our organization from 26th June 2023 to 12th July 2023.

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For Tenneco Automotive India Pvt. Ltd.,



Sathiyam M
HR – Generalist

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To Whomsoever It May Concern

This is to certify that **Ms. Lokeshwari S** student of B. Com., third year St.Joseph College of Arts & Science, Sipcot, Mookandapalli Hosur- 635126, has undergone an Internship Training in our organization from 26th June 2023 to 12th July 2023.

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For Tenneco Automotive India Pvt. Ltd.,



Sathiyam M
HR – Generalist