

PROFILE SUMMARY

Accomplished Assistant Professor and mentor offering a **rich experience of nearly 5 years** in handling the gamut of activities, spanning across teaching and mentoring, Personality Development Training, and team building. Resourceful teacher with the ability to enhance students' performance. Enriching knowledge pool to establish industry best scholarly standards. Deft in providing an educational atmosphere where students can fulfil their potential for intellectual, physical, and psychological growth.

Knowledge of the present education system & educational testing standards. Skillful in coaching students by using interactive discussions to help students learn and get a better understanding of the subject. An effective communicator with excellent written and verbal communication abilities and strong analytical, problem-solving, and organizational skills. Well versed with computer operations and online teaching.

LEADERSHIP STRENGTHS & HIGHLIGHTS

Teaching & Administration

Skilled in developing and implementing creative curricula that adapt to every student's learning style and ability, empowering them to succeed and realize their goals. Capable of teaching and mentoring students using modern teaching methods such as e learning and team learning.

Classroom Management

Expert skills in looking after the development & implementation of objectives and plans for curriculum and instructional evaluation and improvement; evaluating exemplary teaching strategies used to address the specific learning needs of students.

Team Building & Leadership

Proficient in leading and motivating large cross-functional and multi-cultural teams to maximize productivity both in the HR and Educational field.

ACADEMICS

Education:

- Pursuing M.Phil - PhD Integrated Program from Samrat Ashok Subharti School of Buddhist Studies, Swami Vivekanand Subharti University, Meerut, U.P.
- Post Graduate Diploma in Management (PGDM) from Centre for management development, (CMD) Modinagar. Approved by AICTE Ministry of HRD, Government of India and AIU approved (equivalent to M.B.A.), accredited by NBA and an ISO 9001:2008 certified institute.
- Pursuing MA (English) from Swami Vivekanand Subharti University, Meerut.
- Bachelor in Education (B.Ed.) from C.C.S. University, Meerut, U.P.
- Bachelor in Business Administration (BBA) from Institute of Management Studies (IMS), Ghaziabad. Affiliated to C.C.S. University, Meerut

Diploma

- TESOL Diploma from Asian College of Teachers, Delhi.

ACADEMIC EXPERIENCE

Jan 2020-Present with Swami Vivekananda Subharti University as Assistant Professor

AREA OF EXPERTISE:

- Improve skills and knowledge in teaching by regularly taking classes, attending workshops, and discovering new methods of delivering exciting content to students.
- Motivate and counsel students to do their best.
- Maintain a safe, orderly, and supportive classroom by modelling expected behaviour and standards, promoting positive interactions, and quickly addressing behaviours that are not in line with the discipline plan.
- Collaborate with students and the community to build an environment that maximizes student learning, academic performance, and social growth. Plan and implement a variety of lessons, learning engagements following the curriculum.
- Assisting with various departmental duties and providing academic support to Professors and other staff.
- Skilfully prepare and provide a variety of learning materials and resources for use in educational activities.
- Assign and grade classwork, homework, and assignments. Maintain and update all files and records.
- Demonstrates an understanding of employability skills, teaching materials, & with an understanding of various teaching methods.

February 2018 - April 2019 with Modern Group of Institutes as Assistant Professor

AREA OF EXPERTISE:

- Interacted in a fair impartial way with students. Promoted students' academic achievement.
- Counselling students within the norms of society the regulations of the university.
- Effectively planned lectures labs in accordance with the university course outlines.
- Attended faculty and departmental meetings and voicing concerns or providing suggestions for improvement.
- Presented course material in a manner that will interest motivate students.

November 2013 - August 2014 with NIIT Foundation as Soft Skills Trainer

AREA OF EXPERTISE:

- Successfully trained the trainer programs (based on NIIT study material)
- Imparting training to people with high sensitivity, strong interpersonal and communication skills. Empowered with life skills, strengthening their Emotional Literacy and developing their social skills. Enabled individuals to strengthen about their personal branding.
- Imparted Soft Skills & Behavioural training; developed customized solutions in the form of Trainings to the Renowned Corporate & Management Institutions.
- Efficaciously developed the Content of the Training as per need & requirement. Delivered the Training to all levels of Management personnel & Professionals as-well-as Technical/Non- Technical
- Imparted training classes of Managerial Personnel and MBA, MCA, BBA, BCA, B.E. Design
- Conducted various developmental training programs across all levels & functions and conducted TTTs on presentation skills, communication skills, leadership skills, attitude at workplace, team management, coaching for performance, stress management, business etiquette & communication, netiquette, personality development leadership development: manager versus leader, managing tasks & people, team building, managing team anger management, stress management, motivation, presentation skills, email etiquette attitude at workplace.

February 2013 – November 2013 with EduGuide Consultants as HR Executive

AREA OF EXPERTISE:

- Held accountable for structuring and communicating ideas, using visual and other aids; managed activities, eliciting contributions and learning
- Coached, counselled, mentored, advised team members.
- Designed programs, materials, activities, opportunities, and e-literate.

January 2012 - February 2013 with Megahertz Infotech Pvt. Ltd., Delhi as HR Executive

AREA OF EXPERTISE:

- Implemented effective sourcing, screening and interviewing techniques
- Designed compensation and benefits packages. Coordinated and supervised the work of specialists and staff
- Implemented performance review procedures; developed fair HR policies and ensure employees understand and comply with them
- Assessed training needs and coordinate learning and development initiatives for all employees

EXTRA CURRICULAR ACTIVITIES

EVENTS ORGANIZED

AS MASTER OF CEREMONEY:

GUEST LECTURES

- Guest Lecture on Science and Application of Samadhi and Vipassana Meditation by Er. Allen Hsiao (Director, Bhavana Technology, Taipei Taiwan) organized by the Tathagat Buddha Chair, Samrat Ashok Subharti School of Buddhist Studies, Swami Vivekanand Subharti University.
- Guest lecture on "The Essence of Chanting and Commentary on Noble Eightfold Path" organized by the Tathagat Buddha Chair, Samrat Ashok Subharti School of Buddhist Studies, Swami Vivekanand Subharti University.
- Guest lecture on 72 Republic Day (January 26 2021) by Dr. David Blundell, Professor at University of California, Los Angeles organized by the Dr. Ambedkar Chair, Swami Vivekanand Subharti University.

SEMINARS ORGANIZED

- International Webinar on Women In Buddhism organized by the Tathagat Buddha Chair, Samrat Ashok Subharti School of Buddhist Studies, Swami Vivekanand Subharti University.
- International Webinar on Buddhism for Sustainable Environment organized by the Tathagat Buddha Chair, Samrat Ashok Subharti School of Buddhist Studies, Swami Vivekanand Subharti University.
- National Webinar on the occasion of Hindi Diwas entitled "Hindi ke Vividh Ayam" organized by NSS and RSSLFL, Swami Vivekanand Subharti University.

EVENTS PARTICIPATED

FDPS

- One Week Online National Faculty Development Program on E- Contents and ICT Tools for Innovative and Effective Teaching, organized by KS Jain Institute of Engineering and Technology, Modinagar, Ghaziabad from 15 July to 21 July, 2020.
- One Week Online National Faculty Development Programme Cum Workshop on “Quantitative Methods for Research” from June 10, 2020 to June 15, 2020 organized by Department of Post Graduate Studies, Pacific Academy of Higher Education and Research University, Udaipur.

National Seminars/WEBINAR

- National E Seminar on Bharat Me Online Shiksha KE Bhavishya Evam Sambhavit Chuntiya Covid-19 KE Sath through video conferencing held on 12 June, 2020, Organized by Jairaj Kunwari Baba Paraspal Singh Mahavidyalaya, Leelapur, Pratapgarh In Collaboration with Institute of Engineering and Technology, Dr. R.M.L Avadh University Ayodhya, Uttar Pradesh.
- National Web on “Relevance of Gandhi Marg in Covid-19 Era’ ON 29th July 2020, Organized by Department of Gandhian and Peace Studies, Mahatma Gandhi Central University, Bihar in Association with Department of Nonviolence and Peace, Jain Vishva Bharati Institute (Deemed University).
- National Seminar on Spirituality and Mental Health & Well- Being: A New Era held on 20th February to 22th February, 2020,, in the National Seminar, Sponsored by ICPR.
- Webinar on “Research Grant Writing: An Art” held on 25/05/2020, Kharvel Subharti College of Pharmacy, SVSU, Meerut.
- National Level Online Seminar “William Shakespeare and the 21st Century Reader with Special Reference to Hamlet” organized by English Literary Society of the College and the Shakespeare Association of India on June 13,2020.
- Webinar on 24.11.2020 Plagiarism: Detection and Avoidance Organized by Raja Kunwar Singh Subharti Department of Library & Information Sciences, Swami Vivekanand Subharti University, Meerut.
- Jhunjhunwala Business School, Ayodhya National Webinar on Post Covid-19: Challenges of Good Governance for attending the National Webinar on 31 May 2020.
- One day Webinar on “Planning Hospitality Careers in the Digital Age and Post Covid-19, held on 26th June, 2020, Organized by Pacific Institute of Hostel Management, Pacific Academy of Higher Education and Research University, Udaipur.
- One Day Webinar on “Workplace safety during Covid -19 held on 22nd June, 2020 organized by pacific Institute of fire and safety Management, Pacific Academy of Higher Education and Research University, Udaipur.

International Seminars/WEBINAR

- International Webinar on Cyber Security in Online Education Organized by Department of Computer Science & Engineering, Subharti Institute of Technology and Engineering, SVSU, Meerut on 24/05/2020.
- International Webinar on “Migration and Reverse Migration in the Age of Covid-19: Issues, Challenges and Opportunities” for attending the webinar as paper presenter/participant on 20-21 June 2020.
- International Webinar on “Work Culture in Changing Time” organized by Department of Commerce, Mahatma Gandhi Central University, Bihar, India is associate in with University of Guadalajara Mexico on 4th August 2020.
- International Webinar organized by Pali and Dr. Ambedkar Thought Studies and Research Centre on the topic “Relevance of Brahmvihara in the Present Context: Understanding Practical Buddhism” on Saturday 13th June 2020.

Quizzes

- Online E-Quiz series on Covid-19 for spreading Awareness: Level One (Basics) on 20th May 2020 and passed with grade “A” organized by Department of Biotechnology & Microbiology, University College of Science (UCos). Mohanlal Sukhadia University (MLSU), Udaipur, Rajasthan.
- National Quiz Competition on Indian Plagiarism & Publication Standards, organized by Maa Shakumbari Trust Greater Noida, UP. On 26/02/2020.

AWARDS & ACCOLADES:

- Received “The Certificate of Excellence” for writing essay competition on “The Real Hero of Indian Freedom”, 23rd January, 2021, Swami Vivekanand Subharti University, Meerut, India.
- Received “Corona Yodha Samman Patra” on 16th June by Bharat Tibet Sahyog Manch.
- Received “Nari Shakti Shikhar Samman 2021” on 2nd October 2021 by Vaktha Manch, Chattisgarh Pradesh Samajik, Sahityik, Sanskritik Sanstha.
- Received “Global Peace Activist Award 2021” on 5th October 2021 by Mahila Shashaktikaran Sangh, Nagpur, India.