

CURRICULUM VITAE

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OBJECTIVE:

Selecting the environment where my knowledge can be shared and enlightened in all perspectives, spheres, to have a sustained, constant career growth and be a reliable asset to the organization.

STRENGTHS:

- Consistent commitment to show better performance in completion of given tasks.
- Interested in teamwork and building strengthly teams.
- Dedication and smart working.
- Good presentation, inter-personal skills and fast grasping of tasks.

EDUCATIONAL QUALIFICATION:

- Pursuing M.Phil. in Management in Krishna University from June 2013.
- Passed UGC NET (Assistant Professor) in December 2013.

Particulars	Name of the Institution	Percentage secured	Year of Passing
M.B.A.(Marketing& Finance)	The Hindu College-M.B.A., Machilipatnam	61%	2010
B.Com.	The Hindu College	50%	2008
Intermediate	Sri Krishna Chaitanya Jr. College	62%	2005
S.S.C.	Master E.K.Balabhanu Vidyalayam, Machilipatnam	65%	2003

TECHNICAL PROFILE:

- ✓ P.G. Diploma in Office Management and Accounting Packages.
 - MS Office 2003, 2007
 - Tally 9.0, 9.0 ERP
 - Wings
 - Focus 6.0
- ✓ P.G. Diploma in Office Management exclusively.

EXPERIENCE:

- ❖ Worked as Business English faculty in Machilipatnam Computers (P) Limited (MCPL) for **ONE** (1) year.
- ❖ Worked as Guest Faculty from 2014 to 2018
- ❖ Dealt **BUSINESS ENVIRONMENT AND LEGISLATION, IT FOR BUSINESS and E – COMMERCE** papers for **M.Com. I and II Semester** students in Krishna University
- ❖ Dealing **PERFORMANCE AND REWARD MANAGEMENT** for **M.B.A. III Semester**
- ❖ Dealing **BUSINESS, GOVERNMENT AND SOCIETY** for **M.B.A. I Semester**.
- ❖ Dealing **LEGAL FRAMEWORK FOR BUSINESS**
- ❖ Dealing **PROJECT MANAGEMENT** for **MBA III Semester**
- ❖ Working as Academic Consultant from December 2018

TOTAL EXPERIENCE: 5 YEARS AND ABOVE

ACHEIVEMENTS:

PROFESSIONAL ACHEIVEMENTS:

- ❖ Had been awarded BEST ANSWERER in ENGLISH LITERATURE by YAHOO INDIA in 2012
- ❖ Had been certified as BEST USER by GRAMMARLY, USA
- ❖ Is a member in EXCEL ONLINE, an Excel Learning COMMUNITY in USA, since 2016
- ❖ Is a member in ACADEMIA and OMINITY, since 2014. Both are online research forums

CO – CURRICULAR ACGEIVEMENTS:

- ❖ State 3rd place in State Level Paper Presentation competition for the paper presented on CHANGING ROLE OF FINANCIAL MANAGER held at KBN College, Vijayawada in December-2009.
- ❖ State 2nd place in SRIMADBHAGAWAD GITA RECITATION COMPETITION in 4th Global Gita Conference held at Vijayawada in December-2006.
- ❖ 2nd place in Inter-collegiate Debate Competition held by Lions Club International, Machilipatnam Branch in 2005-06.
- ❖ 1st place in Inter collegiate elocution competition held by Superintendent of Police, Krishna in 2006-07.
- ❖ Secured many prizes in different competitions in Local and Inter –Collegiate levels.

(K. Sankar Siddhartha)