

MADHURI.G

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PERSONAL PROFILE AND OBJECTIVES

Dedicated, enthusiastic individual with outstanding academic, communication, organizational, and people skills and a passion for teaching.

As an experienced teacher, I would like to devise captivating, fascinating, and unique practices of teaching that creates interest in the students. With the help of my cordial nature,

Skill Set

- Ability to maintain high standards of achievement, behaviour, discipline and punctuality amongst students.
- Managing students by providing guidance and feedback to help them strengthen their skills and knowledge base.
- Excellent time management skills to ensure targets are met and plans completed efficiently.
- Involved in devising future plans to remain student focused.
- Willing to take responsibility for the quality of teaching delivered and to make necessary changes to improve quality and maintain standards.

Work History

| Organisation / Institution | From | To | Designation |
|---|-----------|-----------|--|
| Mohamed Sathak College of Arts & Science | July 2019 | Till now | Assistant Professor |
| Prof.Dhanapalan College of Arts & Science | June 2013 | May 2019 | Head of the Department & Placement Officer |
| Annai Velankanni College for Women | June 2010 | May 2013 | Head of the Department |
| Seshachala Institute of Management | July 2006 | June 2009 | Assistant Professor |
| KKC Institute of PG Studies | July 2004 | June 2006 | Lecturer |

Significant Contributions

As a HOD

- Assessing students' course work and material.
- Involved in the set up of exams and the marking of results.
- Responsible for the departmental administrative tasks.

- Providing mentoring, advice and support to students on a personal level.
- Carrying out staff appraisals.
- Actively leading class discussions and encouraging debate.
- Organised 4 National Level Conferences in 6 academic years

As an Assistant Professor

Delivering lectures to groups of students and using advanced teaching techniques to inspire and motivate them for higher level qualifications and then employment. Also involved in recruiting and interviewing potential new staff. Responsible for organizing open evenings and giving demonstrations to students and parents on the colleges commitment to high quality education and training.

- Organized, implemented and monitored programmes and assessments.
- Was responsible for preparing learning material for courses and devising relevant practical activities.
- Involved in course team activities and curriculum development for students.
- Participated in the interviewing of potential students.

As a Placement Co-ordinator

- Prepared Placement Training Module for all the undergraduate students of the college.
- Provided placement training for the students.
- Organized recruitment drive from various organisations like HCL,Sutherland,Zalaris India,O2 Health Studio,Bank Zone,Alcance Technologies,etc.

Conference and Seminar Organized / Participated

- Presented a paper entitled Time Management at the International Conference on “Competitive Business Strategies for Sustainable Development” Held on 13th and 14th September 2012 at Hindustan College Of Arts & Science.
- Participated in the National Level Seminar on “Role of College Teachers in Enhancing Quality in Higher Education” organized by University Of Madras on 24th August 2012.
- Organized a National Level Conference on “Emerging Trends in HR & Marketing” on 28th February 2014 in Prof.Dhanapalan College Of Arts & Science and Presented a paper.
- Convener for a National Level Conference on “Impact of M-Commerce in Global Business”on September 29th 2015 in Prof. Dhanapalan College Of Arts & Science.
- Convener for a National Level Conference on “Emerging Trends in Management” on September 23rd 2016 in Prof. Dhanapalan College Of Arts & Science.
- Organizing Secretary for a National Level Conference on “Recent Trends in Global Trade – Opportunities and Challenges” on March 8th 2019 in Prof. Dhanapalan College Of Arts & Science.
- Convener for a National Level Webinar on “Recent Trends in Banking sector @ 21st Century” on 28th October 2021 in Mohamed Sathak College of Arts & Science.

Educational Qualification

- M.Phil (2005 – 2007) – Madurai Kamaraj University, Madurai, Tamil Nadu.
- MBA – HRM & SYSTEM (1999 – 2001) - Sri Krishnadevaraya University, Anantapur, Andhra Pradesh.
- BA – MATEHEMATICS, ACCOUNTS & STATISTICS (1996 – 2009) - Sri Venkateswara University, Tirupati, Andhra Pradesh.

PERSONAL SUMMARY

Father's Name : Narasimha Reddy
Date of Birth : 20th August, 1979
Hobbies and Interest : Reading Books & listening to music
Marital Status : Married
Languages known
To Speak : English, Telugu, Tamil & Hindi
To Read & Write : English, Telugu & Hindi

Declaration

I declare that above furnished information is true of my knowledge

Date:

Place: Chennai

(G. MADHURI)