

Ms.SHALINI TIWARI

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JOB OBJECTIVE:

Developing an excellent academic career with research inclinations to contribute in field of Management. Serving the eminent academic institutions with ethics and essence of Education

PROFILE SUMMARY:

Worked in **software consultancy** with 2.6 **years** of distinguished career as software designer and web developer and **4 years** with the responsibilities as **assistant professor, admission head, counsellor & Marketing Head. MIS Head** in Central government project DDU-GKY 2017-2018. **Seeking** to utilise vast and diverse experience, skill and expertise in Administration and be a professional as part of a progressive organisation. **Worked 5 months** at Sai College , sector 6 , BHILAI as assistant professor. **Worked 2.3 years** at KRUTI GROUP of INSTITUTIONS, Nardaha Raipur (C.G.) as Counsellor, Admission Coordinator and Assistant Professor. At present working as Administrator at KESARI NANDAN TRUST, Raipur. Guest faculty in session of year 2021-2022 for 2 months in **Ravishankar Shukla University Raipur (MBA Department)**. **Pursuing PHD from MATS University.**

ORGANIZATIONAL EXPERIENCE

April and May year 2022 worked as guest faculty (MBA Department) at Ravishankar University, Raipur.

From 1st May 2019 to 30th August 2021 at KRUTI GROUP of INSTITUTIONS, Raipur (C.G.)

From 1st NOV 2018 to 30th April 2019: Sai College, Bhilai (C.G.)

Since JULY2014 TO FEB 2018 :Krti Group Of Institutions, Raipur (C.G.)

May2008 to Dec2010 : Velosys Consultancy Services, Hyderabad

Area of Expertise

- Marketing management
- Personality development
- Team Building
- MIS Operations
- Event Management
- Training & Mentoring
- Counsellor
- Best Practices
- Online Counselling
- Admission
- Career Guidance
- Planning pedagogies

Subjects Taught: BBA, BCA , BCOM & MBA

- Computer Application
- Environmental Studies

- Information Technology
- Material Management
- Production Management
- Marketing Research
- Marketing Management
- Business Economics
- Auditing
- Management Information System
- Programming Language (C, C++)
- Human Resource Management
- Operating System
- Business Ethics & Social Responsibility
- Business Law

Qualification

Pursuing Ph.D in ENTERPRISE RESOURCE PLANNING at **Mats university, Raipur (C.G.)**

Management In Business Administration (**MBA**), **2012**

Specialization : **HR & Marketing**
 College : Department of management
 University : Ravisharkar Shukla University, Raipur (C.G.)
 Percentage : 65.12%

Bachelors Of Technology(**B.Tech.**), **2009**

Majors : **Information Technology**
 College : National Institute Of Technology, Raipur (C.G.)
 University : National Institute Of Technology, Raipur (C.G.)
 Percentage : 63.12 %

Administrative Activities

- **Branch Mentor of B.Com Student Branch, KSBM** whereby conduct mentoring programs in the campus since last year.
- **Anchor in inter school competition "Umang" 2017 KSBM** in the campus on 22nd and 23rd Feb 2006
- **Organized a workshop on ` web designing `** at KSBM.
- Worked as **Admission Head** in Admission 2017-2018 Session at KSBM , managing the teaching and non-teaching staff scheduling for Telecalling,counsellor and did online counselling from April 2017 to September 2017.
- **Member in Anti-ragging Committee** at KSBM during 2016-17.
- In charge of in Career Guidance cell at KSBM at present.
- Co-ordinator of **National Conference on Knowledge Innovation In technology And Engineering** at KSBM held on April20-23, 2015.
- Presenting**Personality Grooming** presentation in various schools in Raipur since June 2017.
- Two days workshop on "**Interview Skills**" at **SAI College before campus drive**
- One day session and activity organised on "**Body language and gesture**" at **SAI College for BBA and BCOM students.**
- **Seven days FDP Program on techniques of teaching at BIT Durg**

Key Achievements

- **Set up a library in 2008-2009** as business venture having 142 students member with annual **profit turnover of Rs.2lakhs.**
- **Taught computer science in 2009-2010** at "Center for Computer Science and Management" Institute Of Computer at Raipur (C.G.).

Workshop And presentation

- **SPSS** Workshop at ITM University.
- **DDUGKY** Workshop at Mantralaya, Naya Raipur
- **ORIBOTIC** Workshop at NIT Raipur.
- Presented Paper in National conference on **knowledge innovation in technology and engineering (NC KITE) At KITE College**
- One week short term training program on **soft computing and data mining techniques (SCDMT – 2016)** at NIT Raipur.
- National workshop on **"How to write research paper?"** at Kalyan college, Bhilai.
- One day workshop on **Scholar's awareness Program** at MATS University, Raipur

Research And Publications

- Research Paper on **"Adoption Of ICT In Small Business"** published in gurukul shodh srijan, a multidisciplinary research journal year 2017.
- Research paper on **"Impact of Information and communication technology on Human Resource Management in organization : In context with HRIS"** in BITCON conducted by BIT Durg.
- Research Paper on **" Accelerometer Based hand gesture Controlled Robot"** presented and published in NCKITE National conference conducted by KITE College on April 2017.
- Research paper on **"A strategy for poverty alleviation in India - An approach for research development"** submitted for National Conference KITE 2018.

Personal Details

Date of Birth : January 23, 1986

Languages Known : English, Hindi, Chhattisghari

Permanent Address: Qr. no: 201/A , New Ruabandha Sector ,Bhilai (C.G.)

Date:

Place: *Bhilai*

(Shalini Tiwari)