

RESUME



Mrs. K.KALAIVANI DHINAKARAN B.Sc., MBA, B.Ed., (NET & SLET), (Ph.D.)

#8/16, Manimutharu Street,
East Shanmugapuram Colony,
Villupuram - 605602.

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Objective

To work in a highly-reputed and eminent educational institute and to gain exceptional career move ahead through long efforts, performance regularity and with a commitment to teaching, research and institutional development.

Academic Chronicle

- Pursuing Ph.D (Management) at Pondicherry University.
- NET (National Eligibility Test) for Lectureship exam passed in the year of 2012.
- SLET (State Eligibility Test) for Lectureship exam passed in the year of 2011.
- Bachelor of Education from Pondicherry University. Scored 86.8% (2011).
- Master of Business Administration (HR & FINANCE) from Anna University. Scored 74%.(2010)
- Bachelor of Science (Maths) from Thiruvalluvar University School. Scored 76%.(2008)
- Schooling from Sacred Heart Convent Higher Secondary School. Scored 73%.(2005)

Technical skills

Operating Systems : Windows
Packages : MS-Office. (Word, Power Point, Excel), SPSS (Business Analytics).
Other Skills : Distinction in Short hand

Project Details

MINI PROJECT TITLE: A STUDY ON SALARY ADMINISTRATION Undergone Project at Integral Coach Factory, Chennai. [Southern Railway].

MAIN PROJECT TITLE: A STUDY ON COMPETENCY MAPPING Undergone Project at Ashok Leyland, Chennai.

Work Experience

Sl. No.	Employer	Designation	Period of Service	Nature of Work
1.	Manakula Vinayagar Institute of Technology, Puducherry.	Assistant Professor	Jan 2021 to till date	Teaching/ Motivating
2.	Gnyanamani Institute of Technology, Salem.	Assistant Professor	1 year & 2 months (June 2019 –September 2020)	Teaching/ Encouraging
3.	Manakula Vinayagar Institute of Technology, Puducherry.	Assistant Professor	5 Years & 5 months (Dec 2013-May 2019)	Teaching/ Motivating
4.	Theivanai Ammal College For Women, Villupuram.	Lecturer	6 months (June 2013-Dec 2013)	Teaching/ Inspiring

Subjects Handled

- ✓ **Under Graduate :**
 1. Human Resource Management
 2. Marketing Management.
 3. Management Information System
 4. Industrial Management
 5. Engineering Economics & Management.
 6. Principles of Management.
 7. Total Quality Management.
- ✓ **Post Graduate :**
 1. Operations Management
 2. Public System Management
 3. Management process
 4. Project Management
 5. Business Ethics and Corporate Governance
 6. Financial Markets and Services.
 7. Business Law
 8. Managerial Economics
 9. Entrepreneurship Development.
 10. Rural Marketing.
- ✓ **Workshops Handled:**
 1. Business Analytics Lab
 2. Communication Skills Workshop
 3. Selling & Negotiation Skills.

Roles & Responsibilities

- ✓ Preparatory classes for NET/SET exams.
- ✓ Department Library Coordinator.
- ✓ Language Club Member.
- ✓ Discipline Committee Member.
- ✓ Preparation of Department Minutes of Meeting Report.
- ✓ Coordinated in organizing Intercollegiate Management Meet.
- ✓ Prepared report for Governing Body Council.
- ✓ Preparation of Minutes for Quality Circle Meeting.
- ✓ Taken initiative in developing the communication skills for the students.
- ✓ Assisting the Management in conducting Conferences and Symposiums.
- ✓ Preparing Students for Various Inter Collegiate Competitions.
- ✓ Active Compeering Member in all Department Events.
- ✓ Organized Women's Day Celebration.
- ✓ Acted as Jury Member for Sister Concern Events.
- ✓ Framing of Road Map for the Academic Years.
- ✓ Coordinated in Entrepreneurship Development Programs.
- ✓ Initiated for organizing Guest Lecture.
- ✓ Active Class Advisor

Academic Participations

Conferences & Seminars:

- Awarded First position for presentation for the paper titled “Impact of Covid 19 Lockdown in Restaurant Business in Puducherry” at the 14th Central India Management Conclave 2022 hosted by Central Institute of Business Management, Research & Development (CIBMRD), Nagpur, Maharashtra.
- Risks in E-Payment System-National Level Seminar on Recent Trends in e Payment @ Rajapalayam Raju's College on 28.09.2018.
- The influence of Technology in the future of Human Resource Management –National Level Conference on Applications of Management Research in Social Science, Engineering and Technology, @ MAM B School on 25th January,2018.
- Work Life Balance –A challenging Game for the Workers at software Industries in Puducherry region-National level Conference in Management @ MAM B School, Trichy, March, 2017.

- The Role of HR and HR strategies in Evolving New Dimensions through Modern Management Practices-National Level Conference on Impact of Modern Management Indian Economic Growth on 6th January, 2017 @SNMV, Coimbatore.
- Presented a paper in the National Conference on Matrix Management at Sri Krishna Arts and Science College, Coimbatore titled as “Present Retention Strategies-A Boon or Bane for the Industries” on 23rd September, 2016.
- Presented a paper in the SERB Sponsored Two Days National Conference on Emerging Technological Innovation in Science & Management at CK College of Engineering & Technology, Cuddalore titled as “Role of Entrepreneurs in Social Development” on 24th August, 2016.
- Presented a paper in the One Day National Seminar on Significant Trends in Management at Kshatriya College of Engineering, Nizamabad titled as “Performance Appraisal-Is it the Correct Tool for Evaluation?” on 30th June, 2016.
- Presented a paper in the National Conference on Retail Credit –Issues, Challenges and Redressal Mechanisms at Gitam University, Vishakhapatnam titled as “A Study on the Indian Consumers and the Retail Business: Mapping the Society” on 31st October, 2015.
- International Conference On “Competency Building Strategies In Business And Technology For Sustainable Development”-A Study on Competency Mapping –A tool of Excellency for Effective Management, 20th Feb, 2015 @ Sri Ganesh School of Business Management, Salem.
- National Level Seminar On Emerging Trend In Management-28 Feb. 2104-St.Joseph College of Art & Science-Thirunavalur-Presented a paper on “A Study on Green Recruitment”
- National Conference On Emerging Trends In Management Towards Sustainable Development – The impacts of emotional intelligence on managerial effectiveness (12&13 Sep 2012) at Vel Tech, Avadi.
- Participated the NAAC Sponsored National Level Seminar on “Quality & Excellence In Higher Education”at Theivanai Ammal College For Women, Villupuram.(21&22 June 2013)

Publications in National and International Journals:

- A Study on Emerging Issues of Conflict management in Management Practice of Organizational Climate(ISSN: 2319-5614) Journal of Business Management & Social Sciences Research (JBM&SSR) ISSN No: 2319-5614Volume 3, No.10, October 2014
- International Journal of management focus [A quarterly management journal] IISN: 2250-2971 July –Sep 2013-Volume 3 -Issue 3-A Study on competencies of the employees.
- A Study On Employees Involvement Toward Effectiveness Of Team Work In Global Scenario – International Journal of Research-ISSN: 0976-2183.
- A Study on the Impact of Make in India on HRM Practices-Indian Journal of Applied Research-April, 2015, ISSN: 2249-555X.
- Published a paper titled as “A Study on Customers Awareness Towards Credit Cards and its Usage at Punjab National Bank, Pondicherry” in the Indian Journal of Applied Research/Issue : January 2016/Volume:6/ ISSN-2249-555/ Pg . No 74-75.
- The Significant Role of Goal Setting and Self Reflection with effect to Professional Studies-International journal of Management focus May 2018.-Communicated.

FDP/Workshops Attended:

1. Participated in National Level UGC Sponsored Workshop On Soft Skills Development on 28 & 29th March 2014 at Annamalai University, Chidambaram.
2. ISTE Sponsored Workshop on R& D in Engineering Institutions on 13.9.14.
3. Three Days FDP on Scientific Educational Purposes at MIT organized by SEED on 29, 30, 31 January, 2015.
4. Attended a National workshop on Financial Instruments on 31st October, 2015 at Saradha Gangadharan College, Puducherry
5. Attended Workshop on E-Literacy at MIT on 7th to 9th January, 2015.
6. Attended a National workshop on Financial Instruments on 31st October, 2015 at Saradha Gangadhran College, Puducherry.
7. Three Days FDP “SEED” at MIT from JUNE 15th to 17th June, 2017-Teaching Methodologies.
8. Coordinated in organizing Two days Faculty Development Program on “Research Analytics & Research Proposals” from 21.12.2018 to 22.12.2018 at MIT, Puducherry.
9. Attended three days Workshop on “Business Analytics” from 11.2.2019 to 13.2.2019 organized by I5 Summit & IIM Indore in association with Makeintern.com.

10. Participated three days Research Methodology Workshop from 18.4.2020 to 20.4.2020 organized by REST Society for Research International, Krishnagiri, Tamil Nadu, India.
11. Attained a certificate of completion by BITDEGREE for the course “Essential Management Skills: Ultimate Leadership Training for Managers” on 04.04.2020.
12. Completed “Faculty Awareness Program on NAAC Accreditation” organized by RD’s Shri Chhatrapati Shivajiraje College of Engineering, Dhangawadi, Pune during the period from 10.5.2020 to 15.5.2020.
13. Successfully completed “FrontAccounting-2.4.7” test organized at G. Venkataswamy Naidu College, Kovilpatti with course material provided by the Spoken Tutorial Project, IIT Bombay.
14. Participated in National Workshop on “Fine Tuning Research Planning Using Elsevier Tools: Science Directs, Scopus and Mendeley organized by K.J Somaiya College of Science and Commerce, Mumbai.
15. Attended a course on “Technology Entrepreneurship” by Stanford Cursa App during April, 2020.
16. Participated in the webinar on “IPR and IP Management for Innovation and Start –Ups” Presented by Mr.O.Prasad Rao, Deputy Controller of Patents and Design, IP India, Govt.of India on 15.05.2020.
17. Participated in the online Six Day Faculty Development Program titled “Reigniting the Research –Spark: Exploring New Methodologies and Perspectives” from 15.03.2021 to 20.3.2021 organized by St.Xavier’s College (Autonomous), Mumbai under the ages of RUSA.
18. Presented a paper titled “Impact of Covid-19 Lockdown on Restaurant Business in Puducherry” at the 14th Central India Management Conclave 2022 on the theme:PPF(Past, Present& Future) –Kick start to Business and Financial Recovery Post Pandemic held on Friday 11th March,2022. Awarded with Best paper Award and secured First Position for the Presentation.

Lectures Delivered

- ✓ Delivered Online Lecture in “Online Technology Based Entrepreneurship Development Program” organized by SRM Institute of Science and Technology, Chennai titled as “Opportunities for an Indian Entrepreneur in International Business” on 19.01.2022.

Strengths

- ❖ Consistent and outstanding academic records throughout my education.
- ❖ Clear understanding of the underlying principles of the subject and its relevancy to other domains.
- ❖ Highly innovative in depicting the subject matter using traditional methods as well as modern aids.
- ❖ Capable of teaching both aptitude and reasoning papers.
- ❖ Quick update and Independent handling.
- ❖ Excellent Communication Skills.
- ❖ Easy understanding and Good Adaptability.
- ❖ Punctual and Responsible.
- ❖ Flexible in Team Work.
- ❖ Consistent in producing 100% results.
- ❖ Active participation in Institutional Research Oriented Projects.

Personal Details

Name : K. Kalaivani Dhinakaran
Father's name : K. Kaliyamurthy
Date of Birth : 11.06.1988
Sex : Female
Marital Status : Married
Nationality : Indian.
Languages known : English, Tamil. (Read, Write & Speak)

Declaration

I hereby declare that the information furnished above is true to the best of my knowledge and belief.

Place: Villupuram

Yours Sincerely,



Date :

(Mrs. KALAIVANI DHINAKARAN. K)