



H.SUDHA BBA, MBA, Ph.D.,

CAREER OBJECTIVE

Pursuing Ph.D., and **12 plus year** experience in teaching, looking over a begin-again teaching career at a highly-reputed and eminent educational institute to gain exceptional career move ahead through long efforts and performance regularity.

EXPERIENCE

- ✚ Currently working as an Assistant Professor in **Business Administration Department** at “Shree Chandrababhu Jain College, Minjur From 2016.
- ✚ Worked as Assistant Professor in **Commerce and Management Department** at “Prof.Dhanapalan Arts and Science College” padur, - from Dec 2013 to March 2015.
- ✚ Worked as a Asst.Professor in **MBA- Management Department** at “Shiva Institute of Frontier Technology”, Vengal -From May 2013 Dec 2013
- ✚ Worked as a Lecturer in **Commerce and Management Department** at “Dr.Sir Arcot Lakshmanswamy College, Vengal -from Jan 2009 to March 2013.

PAPERS HANDLING

- Human Resource Management (HRM). □ Principles of Management(POM) □ Entrepreneurial Development (EDP).
- Organizational Behavior. □ Financial Accounting.
- Financial Management □ Management Accounting □ Operation Research.
- Business Law.
- Business Communication.
- Marketing Management.
- Consumer behavior
- Security analysis and Portfolio Management,
- Personality Development
- Soft Skill
- Other Anna University subjects also like TQM, Material Management.

RESPONSIBILITIES:

- Assistant Head Department of Business Administration.
- Assistant Coordinator in Women's Counseling Committee and Cultural Committee
- Convenor of Culture and Value Forum for whole college by teaching importance of Cultural Ethics to Students.
- NET-Exam coaching Class Trainer as a part of NAAC Committee.
- Handling Final year projects for M.B.A, M.com, and B.B.A.
- Coordinator for all the Industrial Visits of Management Department, Class Advisor, Placement Officer
- Handled Students fresher training programs and career planning programs for final year student.
- Conducting "SMART GIRL" 2 days Training Program to Women Student in various schools and Colleges.
- Department file management and Record Maintainer.

EDUCATIONAL QUALIFICATION

COURSE	UNIVERSITY	YEAR	PERCENTAGE
Ph.D.-HR	Bharthiyar University-Coimbatore	Dec 2013	Pursuing
M.B.A (Fin & HR)	St.Mary's School of Management Studies, University of Madras,	April 2008	73.45%
B.B.A	SCP Jain College, under University of Madras	April 2005	67.7%
XII-STD	State Board of Examination, Tamil Nadu.	Mar 2002	82.6%,

SEMINAR AND PAPERS PUBLISHED

- Faculty **Development Program** on "Recent Trend In Management" Conducted by Shree Chandrababhu Jain College.
- Swayam Course Completed in "Communication in Business" on May 2018.
- Published paper in **National Seminar** at Shree Chandrababhu Jain college Minjur, title" Bit Coin an Insight "" - 4th Dec-2017.
- Published **International Journal** in IJSR in the doctorate title " Performance and

Compensation Management with special reference to IT Industry in Tamil Nadu” - NOV-2015 issue

- Presented paper in **International Conference** at Bharth University-Chennai, title “A Study of Employees job Satisfaction its Impact on their Performance” - 30th October-2015.
- Published paper in **International Conference** at St.Peters University-Avadi on “Performance and compensation management in IT Industry” - July 2015.
- Published paper in **National Seminar** at Madurai Kamaraj University-Madurai, title” Performance management and customer satisfaction with special reference to selected call centers of India” - 29th Jan-2015.
- Published paper in **National Conference** at Prof.Dhanapalan arts and Science College on Online retailing and Money Transfer - Feb 14th 2014.
- Published paper in **National Conference** at Prof.Dhanapalan arts and Science College on e-commerce- NOV 2014.
- Faculty **development program** on “Virtual Teaching Techniques for Technical Teachers “conducted by NITTTR Chennai.
- Faculty **development program** on “COMMUNICATION SKILLS” Conducted by prof. Dhanapalan arts and science college.
- Presented paper in the **National conference** on Global business-Opportunities & Technology Conducted by GRT Institute of Engineering and Technology on 2012.

OTHER KEY ROLES

- Online Teacher for **KUWAIT UNIVERSITY** for BBA and B.com
- Online paper valuator in **Merit Tech** Bangalore based private equation service vendor for Manipal and Meghalaya University Since 2013
- Online Teacher and Blog Writer about various topics – it’s all about life and learning.
- Question **paper setter for Ambatkar College** and bharthiyar university distance education courses for various subject from 2017

SKILLS

Teaching:

- Being aware of **curriculum developments** and industry developments.
- Ability to **maintain high standards of achievement**, behavior, discipline and punctuality amongst students.

- Experience of **recruitment of staff including interviewing and induction.**
- Aware of **all current trends in teaching aids.**

Management:

- Managing students by providing guidance and feedback to help them strengthen their skills and knowledge base.
- Time management skills to ensure targets are met and plans completed efficiently.
- Involved in devising future plans to remain student focused.
- Able to contribute to the intellectual life and debate of an academic organization by conducting research which will enhance its reputation as a research-led teaching institution.
- Willing to take responsibility for the quality of teaching delivered and to make necessary changes to improve quality and maintain standards.
- Able to organize conferences and establish contacts with the wider academic community.

SOFTWARE SKILL

Operating Platform	:	Windows XP / Vista
Office 2018	:	Microsoft Word, Microsoft Excel, PPT & Scanning.
Tally	:	Tally ERP with GST

HOBBIES

- Traveling to new places.
- Reading Books
- Writing Blogs

PERSONAL DETAILS

Date of Birth	:	13-05-1986
Age	:	36
Marital Status	:	Married
Languages Known	:	English, Tamil, & Hindi, Telgu

REFERENCE

Major Dr.M.VENKATARAMANAN

Former syndicate member of university of madras Principal
-Shree Chandraprabhu Jain college- Minjur.

Ph: 9962812888

Declaration

I hereby declare that the information given here are true to the best of my Knowledge.

Place:

Date:

A handwritten signature in blue ink, appearing to read 'H. Sudha', is written on a light yellow rectangular background.

(H.Sudha)