

Sunithra S

Lecturer (Commerce)

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OBJECTIVE

13.5 + Years of domain expertise and knowledge driven career progressions, which enriches my current roles and will enhance my future responsibilities successfully. Objectively pursue a role that complement the organization with my skills and experience. Progressively maintain extensive expertise in teaching and providing students with the necessary learning they require to develop in today's society.

PROFESSIONAL SKILLSET

- Monitoring Attendance.
- Preparation of Question papers for Internals during semesters.
- Deep knowledge of the subject and in touch with the latest technological advances.
- Prepare lesson plans and methods of assessment.
- Making of Progress reports.
- Meeting with students and helping them in solving their problems.
- Helping students in Projects.
- Taking Viva's for students during Internal Examinations.
- Helping and Enlightening students in making Jobs.
- Meeting with parents regarding students' progress
- Counselling wtudents.
- Knowledge about basic Windows, MS Word, MS Excel & MS PowerPoint

EDUCATION

- B.Ed from Calicut University (SET Passed)
- M.B.A(HR) from Bharathiar University
- M.Com (Finance) from Calicut University
- B. Com (Co-operation) from Calicut University
- VHSE (DPCO–Board of Vocational Higher Secondary Education)
- S.S.L.C(Board of Public Examination – KERALA)

CERTIFICATION & TRAINNING

- Completed 6 Months Computer Course from NIIT (Career Edge)
 - Completed 6 Months Professional Accounting Course (The Institute of Professional Accountants)
 - Typewriting (Lower)S.S.L.C(Board of Public Examination – KERALA)
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STRENGTHS

- Excellent Verbal and Communication skills.
- Ability to maintain high standards of achievement, behavior, discipline and punctuality amongst students.
- Leadership qualities.
- Quick Decision Making.
- Willing to learn New things in any domain
- Ability to learn fast and implement.
- Ability to develop good relationships with everyone.

EXPERIENCE

- Working in Krupanidhi Residential PU College, Bangalore as an **Accounts and Commerce Lecturer** for PUC (from 2009-2013) & 2017 onwards).
- Working in Krupanidhi Residential PU College, Bangalore as a **Commerce Counsellor** (from 2019 onwards)
- Working in Krupanidhi Residential PU College, Bangalore as a **Commerce Co ordinator** (from July 2022 onwards).
- Worked in Seventh Day Higher Secondary School, Kerala as an ISC **Accounts and Commerce Teacher** (2005–2009).

PERSONAL DETAILS

Father Name	:	Rajagopalan P
Date of Birth	:	27th November 1982
Marital Status	:	Married
Nationality	:	Indian
Permanent Address	:	064, Bavisha Urban Homes, Sompura, Sarjapur Road, Bangalore - 562125.
Languages Known	:	English, Malayalam, Hindi and Tamil

Yours sincerely

Sunithra s