



Name: MANISHA AGARWAL

Address:

Flat G-09, Suvastu Oak
Leaf, Chambenahalli,
Opposite ISME College,
Sarjapur Main Road,
Bangalore, 562125

Mobile: 8092336110.

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Personal Details:

Father's Name:

Mr. Anil Kumar Agarwal.

Mother's Name:

Mrs. Anita Agarwal.

Date of birth: 18/12/1993.

Gender: Female.

Marital Status: Married.

Languages known:

English, Hindi.

CURRICULUM VITAE

Career Objective:

To explore the professional environment by utilizing the skills gained during my academic session through character, commitment and discipline and impart knowledge to students through my teaching ability.

Work Experience:

Worked as a Teaching Assistant in SARALA BIRLA UNIVERSITY, RANCHI from **November 2021 to March 2023.**

- Courses taught includes Business Communication, Micro Economics & Business Law.
- Prepared and delivered lectures to undergraduate students of B. Com, BBA, BA (Economics).
- Initiated, facilitated, and moderated classroom discussions.
- Preparation of the syllabus for various courses.
- Preparation of Lesson Plans for various papers for UG course.
- Had framed question papers and evaluated the answer sheets of UG courses.
- Have worked as an invigilator.
- Organized National conferences and Seminars on various emerging topics.

Professional and Additional Skills:

- Completed 4 weeks Internship at Central Coalfield Ltd.
- Proficiency in handling MS TEAMS and ERP software.
- Proficiency in handling computer aided tools, web platforms and utilizing most modern aids appropriately and efficiently.
- Comfortable in conducting both online and offline classes.
- Possess good communication skills.

Academic Qualifications:

EXAMINATION	INSTITUTION	BOARD/ UNIVERSITY	%
Ph.D. (Pursuing)	Sarala Birla University	Sarala Birla University (2021)	Pursuing
Bachelors in Education	Shaswat Institute of Teacher's Education	Ranchi University (2019-2021)	80%
M. Com	Department of Commerce	Ranchi University (2016-2018)	73.9%
B. Com (Hons.)	Marwari College	Ranchi University (2013-2016)	67.3%
12 th Commerce	Oxford Public School	C.B.S.E (2013)	83.6%
10 th Commerce	Bishop Westcott Girls' School	I.C.S.E (2011)	86.4%

Technical Qualification:

- Information technology training course, conducted by ICAI.
- Diploma in computer applications issued by Aptech Institute of computers.

Extra-Curricular:

- Participated in school debate, elocution, singing and painting competitions.
- An active member of an NGO "THE TEAM GREEN".

PLACE: BENGALURU