

Harini J

+91 9486051455 | E: Chillchawla@gmail.com

PROFESSIONAL SUMMARY

An organized professional with proven teaching, guidance, and counseling skills. Possess a strong track record in improving test scores and teaching effectively. Ability to be a team player and resolve problems and conflicts professionally. Skilled at communicating complex information in a simple and entertaining manner. Looking to contribute my knowledge and skills in a school that offers a genuine opportunity for career progression

SKILLS

- Interpersonal Skills
- Teaching Assistance Expert MS Office Suite
- Communication Skills Modern Classroom Technology
- Time Management Skills

EDUCATION

Qualification	Percentage	Year Of Passing	Name Of the Institution	Board/ University
ME(CSE)	82%	2013	Sri Sairam Engineering college, Chennai	Anna University
BE(CSE)	70%	2011	IDHAYA Engineering College For Women, Chinnasalem.	Anna University
H.S.C	79%	2007	Green Park MHSS, Attur	State Board
S.S.L.C	87%	2005	Green Park MHSS, Attur	Matric

PROJECTS UNDERGONE

U.G PROJECT

Mini project: Community and emerging semantic link network discovery and learning

Domain: Network Security

Main project: ROBUST LOAD DELEGATION IN SERVICE GRID ENVIRONMENTS

Domain: Network Security

P.G PROJECT

Project Title: DETECTING BEHAVIOURAL CHARACTERISTICS OF SPAM MESSAGES USING FILTERING TECHNIQUES

Domain: Network Security

INTERNATIONAL AND NATIONAL CONFERENCE PRESENTATIONS

- I have presented the paper **“Detecting Behavioral characteristics of spam messages and usage of filtering techniques”** in INTERNATIONAL CONFERENCE conducted by J.K.K.N College of engineering, komarapalayam on 8th and 9th march 2013 sponsored by IEEE and Springer.
- I have presented the paper **“Detecting Behavioral characteristics of spam messages and usage of filtering techniques”** in NATIONAL CONFERENCE conducted by KSR college of engineering, Tiruchengode on 16th February 2013

PARTICIPATIONS

- Participated at National level symposium held at Aalim Muhammed Salegh college of engineering, Chennai
- Soft skill Training: Conducted by RIPE institute named IDHAYA MOU SYNERGY SOFT SKILLS TRAINING PROGRAMME

PERSONALITY TRAITS

- Excellent verbal and written communication skills in English
- Fluency in English
- Team player
- Willingness to learn
- Software Engineering

EXTRA CURRICULAR ACTIVITIES

- Won second price in JAM-Just A Minute competition in college
- Good at Seminars and have actively participated throughout School and College

Professional experience

Language Specialist

Mastree

Nov 2020-Feb 2021

Worked as Language Specialist -Spoken English tutor at Mastree-an online Personality development Platform

Assistant Professor

Green Tech Engg College, Attur, Salem - TN

July 2013 - Jan 2014

- Met parents and school governors; maintain discipline in the classroom; methodically provide resources for lessons; simplify lesson plans in line with curriculum objectives and assist students to prepare for examinations in a 2,500+ student school
- Assess and look after 150+ students' progress throughout the term and work closely with other staff to efficiently plan and coordinate work
- Provide informative presentations to students regarding different areas of studies and ensure that all students fully comprehend all aspects
- Trained four new English teachers, emphasizing the importance of classroom control

Process Associate

Dell International, Chennai - TN

Aug 2014 - May 2015

- Processed data entries with an average of 250 cases per day.
- Reviewed and validated accuracy of charges including dates of service, services provided, location and provider signature.
- Entered CPT codes and patient information into billing software.
- Preparing and submitting clean claims to various insurance companies either electronically or by paper
- Ability to communicate information in a professional and confident manner

Online Tutor [CBSE Curriculum]

April 2020-present

- Responsible for ensuring that all students fully comprehended the taught curriculum and provided support to students who required extra guidance

- Worked closely with the management (Website admins) to ensure all avenues of the curriculum are met and delivered lessons the students
- Adopted distinctive teaching methodologies, documented all lessons, organized healthy group discussions, and mentored troubled students.
- Handled Spoken English classes and Computer Classes for various students from 7th standard ,10th standard and primary levels also.