

Amol Joy

Vettuvelil, Puthencruz P.O, Ernakulam-682308

Mobile: +91 9895531760 | Email: joy.amol@gmail.com

LinkedIn: [linkedin.com/in/amol-joy-61153473](https://www.linkedin.com/in/amol-joy-61153473)

Professional Summary

Dedicated, energetic, and motivated team player with a strong background in **electronics** and **education**. Seeking a career that allows me to leverage my **technical skills**, **leadership abilities**, and **innovative ideas** to contribute to organizational success. Experienced in **teaching**, **business management**, and **creative design**.

Education

- **M.Tech in Embedded System Technology**, SRM University, Chennai (First Class) – 2007
 - **MSc in Industrial Electronics**, JJ College of Arts and Science, Trichy (First Class)
 - **BSc in Electronics**, Ilahia College of Arts and Science, Muvattupuzha (First Class)
 - **Google Coursera Certificates** in Project Management and Data Analytics
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Professional Experience

Center Manager, MIMS Kochi (Current Role)

- Oversee the daily operations and administration of the center.
- Ensure smooth functioning of all departments, coordinating between staff and management.
- Maintain operational efficiency, staff scheduling, and facility management.
- Conduct staff interviews and recruitment processes
- Implement policies and ensure adherence to organizational guidelines.

Managing Partner, PASSWORD Electronic Business (1.5 years)

- Managed day-to-day operations, marketing strategies, and customer service.
- Oversaw product development and procurement, improving business efficiency and customer satisfaction.

Assistant Professor, MBC College of Engineering and Technology, Peermade (14 years)

- Delivered lectures on **Communication**, **Signal Processing**, **Electronic Circuits**, **Instrumentation**, **Biomedical Instrumentation**, and **Professional Ethics**.

- Led **Circuits Lab**, **Communication Lab**, and **Designing Lab** sessions, facilitating hands-on learning experiences for students.
 - Guided and mentored students on their academic projects related to electronics topics.
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Skills

- **Technical:**
 - Microsoft Office Suite (Excel, Word, PowerPoint)
 - SQL (Big Query), Tableau
 - Pspice, Keil
 - Adobe Photoshop, Adobe Lightroom, Adobe Illustrator, Adobe InDesign & Sony Vegas Pro
 - **Soft Skills:**
 - Team collaboration and interpersonal skills
 - High adaptability and quick learning
 - Ability to work under pressure and meet deadlines
 - Strong artistic and creative thinking
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Key Responsibilities in Teaching

- Designed and taught various **electronics** and **communication courses**.
 - Collaborated with hardware engineers and faculty to enhance the quality of education.
 - Coordinated the **timetable committee** and contributed to academic scheduling.
 - Headed the **Examination Cell** at the college.
 - Led the **Design Team** for creating advertisements, brochures, and promotional materials for the college.
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References

Mr. Elias Janson K

Vice Principal, M.B.C College of Engineering and Technology, Peermade

Mobile: +91 9946441645
