

## **Amol Joy**

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## **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**.

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## **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**

- 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

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