

## RESUME

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### OBJECTIVE:

To work with an organization that will utilize my knowledge, technical and analytical skills, and talent towards the advancement of the same.

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### EDUCATIONAL QUALIFICATION:

Qualification	University/Board	College/school	Branch/Stream
M Tech	RGPV	Gyan Ganga College of Technology	Power System
BE	RGPV	Hitkarini College of Engineering and Technology	Electrical and Electronics Engineering

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### RESEARCH TOPIC FOR M-TECH THESIS

Congestion management in transmission line using Thyristor controlled series capacitor.

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### PROFESSIONAL EXPERIENCE

**Company** Incubation Masters

**Designation:** Startup Manager

**Duration** December 2019- December 2020

#### Highlights

- Assisted in execution of H2O hackathon conducted at Govardhan Eco Village, Mumbai. Acted as the key point of contact to participants.
- Co-ordinated successful execution of 'Coding Pathshala' online coding classes for kids organized as flagship Govt project for Self-reliant India.
- Planned and executed 'Mahakoshal Peddling', to promote "Cycle for change" initiative of Govt of India.
- Supported in space planning activity for event 'Streets for people' at Jabalpur, organized by Jabalpur Smart City Ltd for planning of pedestrian friendly market spaces.

#### Responsibilities

- Facilitated onboarding and orientation of Incubation staff to ensure timely execution of projects undertaken and in compliance with safety norms during pandemic period.
- Collaborated with the team members to ensure successful execution of program with quality targets.

- Provided engaging text and image content for monthly magazine.
- Execute social media and communication campaign to align with marketing strategies.

**Company Name:** Jabalpur Incubation Center, project under Jabalpur Smart City Limited

**Designation:** Start up Manager.

**Work status:** August 2018- July 2019

**Highlights**

- Planned and executed central India's biggest hackathon, 'Hackfest Jabalpur 2019', to get discuss smart solution for day-to-day problems.
- Designed & managed acceleration programs like, 'Startup Pathshala', to encourage youth participation to the new idea of earning.

**Responsibilities**

- Conducted boot camp, video conferences and workshops to spread awareness about Startup India Schemes.
- Assisted in organizing investors meet to connect Global investors to local investors to enhance local investments in Startups by constructive discussion.
- Assisted startups in the areas of strategy, business plan development, market analysis, company registration.

**Company Name:** Technical Training Regiment, Indian Army.

**Designation:** Technical Instructor

**Work status:** April 2011 to September 2012 and July 2014 to March 2016

**Responsibilities:**

- To provide Technical Training to the recruits of India Army on subjects of Electrical Engineering.
- To assist in teaching laboratory material using equipment like oscilloscope, Multimeter, Signal generator, Clamp on meter, Earth resistance meter.
- Monitor and evaluate trainee's performance at work-based sites.
- Provide weekly individual instruction and guidance through tutoring and mentoring.

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**PERSONAL DETAILS**

DOB: 4<sup>th</sup> April 1987

Father's Name: Shri Kamlesh Kumar Dwivedi

Languages Known: English and Hindi.

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**DECLARATION:**

I hereby declare that all the information furnished by me is correct to the finest possible extent till date.

Amrita Dwivedi