

Dr. ISAAC PRASANNA G.

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OBJECTIVE

Work in a challenging and ever requiring multitasking job profile. Become a permanent asset to the firm. Learn, grow and adapt to the challenges and changes. Holding the key position in the firm, find the pleasures in success of the firm and ultimately my success.

EDUCATIONAL DETAILS

Course	College/University	Year	Percentage
Ph.D. (Christian Leadership & Church Management)	International Institute of Church Management – USA Florida – Center @ Chennai	2017	"A"
M. Th.	International Institute of Church Management – USA Florida – Center @ Chennai	2015	Grade – A (90 - 100)
B.C.A	Veer Narmad South Gujarat University, Surat.	2010	85%
H.S.C	Sardar Patel High School ,Surat	2007	62%
S.S.L.C	Anand Niketan, Orissa	2004	76%

- Could not Continue to finish MBA & MSc IT due to financial crises and other personal reasons.
- **MBA** – Completed 3 Semesters with distinction.
- **MSc IT** - completed 1 year with 73 %. **Would be restarting – MBA with School Administration.**
- Will apply for **B.ed** in case of requirement of the job.

WORK EXPERIENCE (11 years)

- **2 Years as Manager for Petra Educational Innovates - PRESENT**
 - **JOB PROFILE:** Planning, Executing and controlling the daily activities of the classes.
 - Marketing strategies for Students
 - Handling Staff
 - Administration of Office Works
 - Teaching XI-XII – BST, Economics and Computer
 - IX & X – Maths , Science.
 - Budgeting & Accounting
 - Teaching & Coordinating students
 - Training Parents & Teachers
- **2 year & 6 months of experience in Co-ordinating in Delhi Public School (Oct-2013 to April-2016)**
 - **JOB PROFILE:** Teaching Maths, Computer and sports activity.
 - Motivating students.
 - Planning and executing the most feasible way of teaching and other activity.
 - Got promoted and had internal transfer as **Coordinator** for **IT** of DPS-Tapi from Pre Nursery to XII.
 - To design the entire syllabus of the school, from lower classes to XII standard.
- **1 year & 3 months experience in Gajera International School. (June 2012 to Sept 2013)**
 - **JOB PROFILE:** Teaching Maths, Computer and sports activity. Handling all the clerical work. Managing exams, celebrations, PTM.
 - **XI & XII – Computer, Lower Classes - Maths.**
 - Doing all clerical works.
 - Planning out exams and paper setting and conducting the same
 - Organizing events.
 - Motivating students.
- **1 year experience of working as Sales manager in Cursor Soft Pvt. Ltd. (May 2011 to May-2012)**
 - **JOB PROFILE:** Handling team of marketing executives spread across India. Team handling and targeting government and non-government sector.
 - Motivating and negotiating the team.
 - Identifying new prospects.
 - Planning, Controlling and coordinating the entire department of sales.
 - Maintaining customer relationship.
 - Coordinating development and purchase department along with the sales team.
- **4 years of Experience of working as an Manager in Planet Software's and classes. (May 2007 – Jul 2010)**
 - **JOB PROFILE:** Started as a part time teacher after college. Handling multiple branches of their daily activities like managing class timings, teachers, **teaching**

students, handling income and expenses, generating new idea to attract more students along with handling sales.

- Maintaining accounts and calculating short and long term risk.
- Generating advertisement for news paper and media.
- Closing deals of higher end values.
- Creating cost proposals and biddings in Tender.
- Opening tenders for the firm.
- Finding new leads and targeting sales through them.
- Coordinating and handling the development team.
- Generating Income by renewing old customers

NOTE : I have worked in Mumbai for a period of 6 months, which I have not mentioned in the above list as **Business Development Manager** for **Façade** industry.

OTHER EXPERIENCE (8 years of part time)

- For **8 years**, I have been teaching in personal and private tuition classes. Teaching the following subjects :
 - Maths, Science & SST (5 to 10)
 - Computer (Both commerce & science , all boards)
 - All Commerce Subject for class XI & XII.
 - Classes for BBA, BCA and BSc IT
 - Project guide for Final year project in computer field.
- For **2 years**, as a college Head Student managed the entire activities of the college in all the proceedings like Planning, Organizing and executing various events like competitions, Programs, workshops and other events
- Planned, organized and executed as Head Student In-Charge with a volunteer team (group of 45) in the NAAC visit to our college (AMROLI) and we were awarded with 2.55 CGPA points, 2nd highest in Surat.

EXPERIENCE of SOCIAL ACTIVITY (Medical & Education Teaching & Administration)

- For around **10+ years**, have been arranging and organizing all the pre-requisite for conducting medical camp and arranging all necessary items for hostels and schools , which included the following work.
 - Field survey & research on finding out most vulnerable areas.
 - Identifying a suitable method to pass information.
 - Contacting the doctors and arranging all the facilities of the same.
 - Gathering Sponsors.
 - Arranging all other medical related goods and devices possible.
 - Controlling & coordinating on-going of the camp.
 - Average of 400+ OPD per day.

ADDITIONAL ACHIVEMENTS:

ACADEMICS:

- Awarded as the **BEST STUDENT FOR ACADEMICS** for **2009-2010** in BCA & BSC M.T Amroli College.

- Awarded as the **BEST STUDENT FOR ACADEMICS** for **2008-2009** in BCA & BSC M.T Amroli College.
- Stood **Second** in National Level Symposium on IT seminar.
- Stood **First** in Intercollegiate Seminar Competition in Baruch, Chikli, and Navsari.
- Stood **First** in Intercollegiate Speech Competitions in Chikli College.
- Attended many seminars held by Microsoft and other companies.
- Got **12 Gold, 8 silver** medals in 2 years in various Inter – collegiate competitions like IT seminars, quiz, speech competitions etc.

SPORTS:

- Awarded as the **BEST PLAYER** for **2009-2010** in BCA & BSC M.T Amroli College.
- Awarded as the **BEST PLAYER** for **2008-2010** in BCA & BSC M.T Amroli College.
- **National Level Winner** in **BOXING** championship.
- **GOLD** medalist in Indian Olympics Combat Association (BOXING).
- Won **16 Gold, 13 silver** and 5 bronze in 2 years of inter collegiate competitions like Athletic meet, Indoor games like Boxing, chess, outdoor games like cricket, volleyball and badminton.

SOFTWARE AND HARDWARE SKILLS

- **Programming Languages** : C, C++
- **Working Platforms** : Windows 9X/2000/XP / Vista / 7

ACADEMIC PROJECT

Management Software for **Navajeevan Seva Mandal** (NGO) which is working towards educating the underprivileged children in our society.

MAIN FEATURES:

- Covers 23 hostels, 9 School and 28 Promotional staff throughout India.
- Automation process with the use of Triggers, for managing Budget and Financial aspects.
- Manages Student information also.
- Crystal Reports as DSS and Several Grid views to generate reports required by the Director.
- High level Data security

HOBBIES & INTERESTS

- Playing guitar.

- Listening to music.
- Surfing on the internet.
- Fitness & Boxing

PERSONAL DETAILS

Date of Birth: 2nd September, 1988

Marital Status : Married

Nationality : Indian

Religion & Caste: Christian & Nadar.

Languages Known: English, Hindi, Gujarati, and Tamil.

Communication Address : B-203, Samarpan Residency, Vaishnodevi Canal Road, Jahangirpura, Surat – 395005.