

## **B.VIVEKANANDA**

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Telangana.

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**Career objective:** Being a committed Team player, want to be part of a renowned organization, to contribute towards the growth of the Organization, based on my expertise and to further my personal capabilities by learning from the new exposure within the structured framework of the organization.

### **Work Experience:**

- Working as **Training & Placement Officer & in-house communication skills and soft - skills trainer** at **Priyadarshini Institute of Science & Technology for Women, Khammam.**
- Played the role of **Project Manager and Business Development Manager for Forge Academic and IT services Pvt. Ltd.** From September 1<sup>st</sup> 2016 to October 31<sup>st</sup> 2017.
- **Mentor & Soft Skills Trainer (Communicative English Programme)** at **Prakasam engineering College Kandukur for Forge Academic and IT services Pvt. Ltd.** 1<sup>st</sup> September 2016 to October 31<sup>st</sup> 2017.
- **Training and Placement officer and communication skills and soft -skills trainer** at **Laqhya Institute of Technology and Sciences,Khammam** from oct 19-2015 to Aug 20-2016.
- Conducted personality development sessions on **“HOW TO BE A WINNER”, “KEY TO SUCCCESSFUL LIFE”, LIFE SKILLS** and **“SPEAK ENGLISH IN THE BEST WAY POSSIBLE”** at **VIVEKANANDA INSTITUTE OF HUMAN EXCELLENCE khammam.**
- **Training and Placement Officer and Assistant Professor** at **Medha Institute of Science and Technology for Women khammam** from June 15 2013- oct 17-2015.
- **Assistant Professor** at **“St. Martin’s Institute of Business management” Kompally, Secunderabad.**(09-02-2013 to 15-06-2013)

- **Soft Skills Trainer** for “**TALENT SPUR**” (16-10-2012 to 08-02-2013).
- Worked as Assistant Professor at **Saarada Institute of Technology and Science, khammam** affiliated to JNTU (H) for the last 3years (01-08-2009 to 15-10-2012).
- **Hosted the TASK** (Telangana Academy for Skill & Knowledge) **CEO & Telangana Engineering colleges Managements meet** conducted in khammam by TASK On 22-012-2015 at **Khammam**.
- Conducted a session on **BE AN ALLROUNDER** at **VIVEKANANDA INST OF HUMAN EXCELLENCE**, Khammam on **22-11-2015**.
- Conducted **Faculty Development Programme** on **contemporary Teaching Modules and Procedures** for the **faculty of Paul Raj Engineering College Bhadrachalam** on 22-12-2014.
- Have played the role of **convener** for the national level **Management Fest SHUKAN-2012** conducted by **SMIBM Hyderabad**.
- Have been training students of Medha Inst of Science & Tech in the areas of communication and soft skills.
- Have attended **National Level Seminar** on contemporary **HR practices**.
- Conducted **Faculty Development Programme on Contemporary Teaching Practices** for the **faculty of PaulRaj Engineering College”, Bhadrachalam** on 22-12-2015.
- **Ratified** from **OSMANIYA UNIVERSITY** as Assistant professor from St. Martin’s Institute of Business management” Kompally, Secunderabad.
- Conducted **CRT Programmes** in **8 colleges** on **soft skills and employability** skills in Telangana Region.
- Conducted **Faculty Development Programme** for the **faculty of Saarada Institute of Technology and Science”, khammam** under the guidance of Dr k.v.Narasimharao (Principal of SITS).
- Received 100% results in all the subjects taught in all the semesters.
- Got **Best Faculty Reward** for Excellence Twice in teaching and motivating students.
- Have been to KOTTAM Inst of Tech and Science to give guest lecture on Personal Grooming and Interview Skills.

**Core Competence:**

- 1 Fortitude and Ability to work for long hours.
- 2 Enthusiastic and Innovative.
- 3 Competent in dealing with people.
- 4 Team Player.

**Personal Traits:**

- Highly interactive, Ability to learn quickly.
- Proven Team facilitator.
- Honest & Industrious.
- Good at Communication skills.

**Education and Academics:**

- (POST GRADUATION) M.B.A (HR & Marketing), St Martin's Eng college, Kompally,(Secundrabad) JNT University,(2007-09)70 %
- (GRADUATION) B.Com, SR&BGNR DEGREE COLLEGE, Khammam, Kakatiya University, 2007, 52.2%
- (INTERMEDIATE) CEC From, Khammam Study Circle Jr College, Khammam. Board of Intermediate Education, A.P, Hyderabad, March 2001, 56.5%
- (SCHOOLING) from SES VVC Public School, Khammam, Central Board of Secondary Education, 1998, 60.6%

**Project work:**

**Title of Project : JOB SATISFACTION**

**Organization : HETERO DRUGS PVT LTD, HYDERABAD**

**Functional Area : HUMAN RESOURCES**

**Duration : 45 Days.**

**Description:** The objective of the project was to know the job satisfaction of the employees in the company. Job satisfaction is an integral component of organizational climate and an important element in management-employee relationsh

**Hobbies :**

- 1 Browsing Internet.
- 2 Listening to motivational speeches.
- 3 Gathering information about contemporary Teaching and Training practices.

**Personal profile:**

Name : B.VIVEKANANDA  
Father's Name : B.LAXMAN RAO (late)  
Date of Birth : 1<sup>st</sup> OCTOBER, 1982.  
Gender : Male,  
Nationality : Indian,  
Marital status : Married.

**Place: Hyderabad****Date:****signature**