**RANJEET**



**RANJEET.365658@2freemail.com**

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| **Seeking Teaching Assignments In Commerce Department** |
| **Objective** | To acquire an entry level position in the college/school where I can use my good teaching skills for the better development of the students and as well as institution. |
| **Professional Preface** | A result oriented professional with **3 years of experience in teaching.** **Finally associated with Chinmaya Advanced Studies Kasaragod established under Chinmaya mission** |
| **Core Skills** | * Confident
* Excellent interpersonal skills
* Keen observer
* Good listener
* Can teach the students as per their level.
* Computer savvy.
* Awareness about the various teaching techniques.
* In depth knowledge of the subjects.
* Patience.
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| **Work****Experience****June 2016** **to****Still Continue** | **Chinmaya Academy of Advanced Studies, Kerala, India.****Position:- Lecturer cum Academic Adviser** * Involved in teaching subjects related to management like Business Management, International Business, Cost and Management accounting, and Accountancy related to BBA Stream
* Actively involved in taking regular classes as well as arranging industrial Visits, Seminars, Guest Lectures and all other activities involved in BBA department.
* Involved in conducting Management Programs i.e. Group Discussions, Business Quizzes, Product Launch, Business Plan etc for enhancing the inherent skill of the management students.
* Prepare long-term teaching programs and daily lessons in accordance with the guidelines of the college's education system.
* Plan, set and evaluate grade test, exams and assignments.
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| **Feb- 2011****to****June 2013** | **Tenzin Higher Secondary School, Royal Bhutan.** **Position:- Teacher cum Class Teacher*** Prepare long-term teaching programs and daily lessons in accordance with the guidelines of the school's education system.
* Shift between formal and informal methods of teaching, like debates, discussions, practical activities, experiments, projects and excursions.
* Plan, set and evaluate grade test, exams and assignments.
* Keep parents well-informed about their ward's progress.
* Planning and implementation of student welfare programs.
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| **Technical Skills** | **Software Tally ERP 9,Peachtree****Computer exposure M.S Excel, M.S Office,** |
| **Academic** | * **MBA - Master in Business Administration**

 Malik Deenar Institute of Management Studies, under Kannur University* **BBM - Bachelor of Business Management**

 Mangalore University* **DIFA - Diploma in Indian and foreign Accounting**

(GTECH- computers) Kerala India* **12th STD Commerce** (Karnataka Exam Board, India)
* **10th STD** (Kerala Exam Board, India)
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| **M.B.A Project Details** | A study on Performance Appraisal system with special reference to **Bharath Sanchar Nigam Limited, Mangalore.** (A Government of India Enterprise) |
| **Personal** **Information** | Date of Birth - 27-November-1986Marital Status - SingleReligion - HinduNationality - IndianCurrent Location - DubaiVisa Status - Visit visaVisa valid till - 13/06/2017Place of Issue - KozhikodeLanguages - English, Hindi, Malayalam, & Kannada |