**RANJEET**



[**RANJEET.365658@2freemail.com**](mailto: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. |
| **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. |
| **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. |
| **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) |
| **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-1986  Marital Status - Single  Religion - Hindu  Nationality - Indian  Current Location - Dubai  Visa Status - Visit visa  Visa valid till - 13/06/2017  Place of Issue - Kozhikode  Languages - English, Hindi, Malayalam, & Kannada |