

 **Shyna**

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 **Career Summary**

**Worked as a progressive and multi-Talented lecturer in RIMT Polytechnic College, Punjab, India, with extensive practical knowledge having 6 years of experience as lecturer in Computer Science and Engineering Field. Also scored overall 7 bands in IELTS exam recently.**

* Excellent knowledge of practical subjects like C, C++, HTML, Oracle (DBMS).
* Proficient in handling whole class during final semester examination.
* Proficient in managing the opportunities for students
* Excellent in providing the real time knowledge about technology.
* Excellent knowledge of all the subjects and also have great practical knowledge of practical subjects.
* Proficient in giving practical knowledge.

**Personal Qualities**

* Had given tuitions to students of computer engineering and also to school students. With experience of 7 years at my place.
* Also impart knowledge to IELTS students at my place as I am proficient in Universal language i.e. English.
* Ability to work independently as well in a team.
* Good in oral and written communication.
* Quick learner, confident, punctual and hard worker.
* Excellent Presentation, motivational and leadership skills.
* Ability to handle the students.
* Ability to provide quality knowledge

**Key Responsibilities Handled**

* Conducted lectures and prepared the material for graduate and under graduate students.
* Had imparted knowledge on Laboratory work in practical lectures.
* Prepared and delivered lectures to undergraduate and graduate students on topics such as programming, data structures, and software design.
* Acted as mentor and adviser to student organizations.
* Had given plethora of duties of invigilator during final examination.
* Had checked numerous of final examination of Polytechnic students.
* Had taken several vivas of students on practical students.
* Given umpteen of duties for online data entry of students during final exams.
* Manage the power point presentation for students.
* Handled responsibilities of collection of registration forms.
* Worked in admission cell department.
* Provide conceptual knowledge and make them visualize the things.
* Identify the weak points of students.
* Organize the industrial visit for students.
* Develop the extra-curricular activities of students.
* Provide the help during the project.
* Provide support to weak students.

**Computer Knowledge**

* Proficient in basic use of computer including MS Office.
* Proficient in Internet surfing.

**Achievements during my study**

* Have successfully participated and secured position in Annual ISTE Students Section Convection in the event of technical quiz organized by Baba Banda Singh Engineering College, Fatehgarh Sahib
* Got 3 times Scholarship from college during polytechnic diploma.

 **Achievements during job**

100% Result in all classes.

**Work Experience**

* Worked as a Lecturer in RIMT Polytechnic College from August 2010 to August 2016.

 **Industrial Visits for training and for project work**

* 5 months industrial visit and training in HERO CYCLES LIMITED at Ludhiana under “SALES PROCESS IN SAP” in I.T. Dept.
* One month training in Indian Institute of Computer Education at Ludhiana under Core Java programming and C, C++ programming.
* 24 hours duration training in NIIT at Ludhiana Institute under course titled HTML Programming using various tags.

**Technical Skills**

**Programming Languages Known:** C, C++, Core Java

**Web technologies known:** HTML

**Data base proficiency:** Oracle, MS access
**Operating System:** Windows 7, Windows XP, LINUX.

**Qualification**

* Completed 5 semesters of **M.Tech**(Computer Science and Engineering) from RIMT Institute of Engineering and Technology , Mandi Gobindgarh  **with 74%.**
* **B.Tech (Computer Science and Engineering) from** RIMT Institute of Engineering and Technology , Mandi Gobindgarh in 2010 with 80% marks
* .**Polytechnic Diploma** of 3 years **in Computer Engineering** from S.R.S. Government Polytechnic College with 72% marks.
* **12th** from P.S.E.B. in 2007 with 64.66% marks.
* **10th** from C.B.S.E. in 2003 with 60.6% marks.

 **Personal Details**

Name:                          Shyna
Date of Birth:                   27-09-1987
Marital status:                 Married
Languages known:           English/Hindi/ Punjabi
Nationality:                      Indian