**Neelu.**

**E-mail**: [neelu.381321@2freemail.com](mailto:neelu.381321@2freemail.com)

**CAREER OBJECTIVE**

Desire to be a successful professional. Seeking for a challenging position in a competitive and growth oriented environment where my skills and knowledge along with my enthusiasm can be utilized.

**WORK EXPERIENCE**

1. **Assistant Professor April 2017 – March 2018.**

**Pankajakasthuri College of Engineering And Technology – Kerala, India.**

Responsible for carrying out teaching and research duties. Involved in the administration of undergraduate course as well as responsible for organizing lectures and supervising seminars and tutorials.

* Involved in the research and designing of new courses and materials.
* Assessing student’s course work and material.
* Involved in the set up of exams and the marking of results.
* Responsible for the departmental administrative tasks.
* Providing mentoring, advice and support to students on a personal level.
* Implementing University research projects and involved in its publication.
* Carrying out staff appraisals.
* Prepared monthly reports for senior managers.
* Actively leading class discussions and encouraging debate.

**Specialization in following subjects:**

* Design and Drawing of Concrete Structures.
* Design of Steel Structures
* Geotechnical Engineering Laboratory.

**Achievement:**

* Worked as Head of the Department in the absence of Associate Professor.

1. **Assistant Professor, July 2016 – March 2017.**

**Archana College of Engineering And Technology – Kerala, India.**

Delivering lectures to groups of students and using advanced teaching techniques to inspire and motivate them for higher level qualifications. Responsible for organizing open evenings and giving demonstrations to students and parents on the college’s commitment to high quality education and training.

* Organized, implemented and monitored programmes and assessments.
* Was responsible for preparing learning material for courses and devising relevant practical activities.
* Involved in course team activities and curriculum development for students.
* Experience of applying for external grants.

1. **Design and Estimation Engineer, December 2015 – June 2016.**

**Artech Realtors – Kerala, India.**

* Estimation and preparation of bills.
* Wealth of experience in estimation costs for civil engineering projects
* Able to read blueprints sketches construction drawings etc. in order to plan time materials labour and costs estimates
* Good ability to use software’s like AutoCAD, Revit Architecture, Autodesk Quantity Takeoff and MS Office.

1. **Internship, October 2015 – November 2015.Artech Realtors – Kerala, India**

* Completed training on various important phases in civil construction.

**HONOUR**

33rd rank on Master in Engineering from ANNA UNIVERSITY.

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**ACADEMIC QUALIFICATION**

* Master’s Degree in Structural Engineering.

ANNA UNIVERSITY , CHENNAI , INDIA 2014-2016.

* Bachelor’s Degree in Civil Engineering.

KERALA UNIVERSITY, KERALA , INDIA 2010-2014.

* St. Johns Higher Secondary School, India 2007-2009 , Class XII.
* Janardhanapuram Higher Secondary School, India 2007, Class X.

**SOFTWARE SKILLS**

* Proficiency in MS-OFFICE Applications viz. Word, Excel & PowerPoint, Civil Softwares like AutoCAD, Autodesk Quantity Takeoff , Revit Architecture.

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**PERSONAL DETAILS**

Marital Status : Married

Visa Type : Residence.

Languages Known : English , Malayalam, Hindi, Tamil

**REFERENCES**

Available Upon Request.