

CURRICULUM VITAE



SUJATHA S

Mob No. : 9900950320

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Career Objective:

To secure a challenging and rewarding career with a well established organization that envisages professional and personal growth, hence an opportunity for further advancement after the period of achievement.

Academic Qualification:

- Education** : **MBA Specialization in HR**
Karnataka State Open University
Percentage Scored : 59%
- : **M.Com.**
Karnataka State Open University
Percentage Scored : 62%
- Professional** : **Diploma in Computer Teacher Training Course**
Keonics, Mysore.

Computer Skills:

- Software Background** : MS DOS, MS Windows, MS Word, MS Excel,
Programming in C, C++.

Teaching Experience:

- ❖ Working as **Guest Faculty at Maharaja College**, University Of Mysore from 2014 till date.
- ❖ Working as **Lecturer at Sri Lakshmi Hayagreeva Institute of Science, Commerce and Management, First Grade College, Mysore** from 2010 till date.

Project undertaken:

- ❖ Project Title : A case study of Employee Welfare Measures at Supreem Pharmaceuticals, Nanjangud.
- ❖ Duration : Four Months.
- ❖ Company Name : Supreem Pharmaceuticals, Nanjangud

Achievements:

- ❖ Attended National and State level Seminars and Conferences.
- ❖ Attended National Symposium on "Impact of Demonetization on Industry, Agriculture & Real Estate Sectors".
- ❖ Attended various Workshops conducted in Mysore.

Subject Handled:

- Financial Accounting-1

- Financial Accounting-11
- Cost and Management Accounting 1
- Cost and Management Accounting 2
- Indirect taxation
- Principles and practices of Auditing
- Constitution of India
- International Business Management
- Functional Management
- Business Management
- Marketing Management
- Principles and practices of Management
- Human Resource Management
- Small Business Management & Entrepreneurship
- E-Commerce
- Entrepreneurship Development Programme.

Special Skills:

- ❖ Highly self motivated, ambitious and dedicated to provide high standard of services, organizational ability to work in group.
- ❖ Good Communication and Interpersonal skills

Personal Profile :

Name : SUJATHA S
Father name : D SUNDARA DAS
Sex : Female
Date of Birth : 28/10/1978
Marital Status : Married
Languages Known : English, Kannada
Hobbies : Reading Books
Permanent Address : No. 434, Double Road,
Opp. Judge Quarters, Near Vijaya Bank Circle,
Kuvempunagar, Mysore - 570023

Declaration:

I hereby declare that all the information mentioned above is true to the best of my knowledge.

Thanking you,

Yours faithfully,

Place : MYSORE

Date :

(SUJATHA S)