

## **R.PONMALAR**

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### **CARRER OBJECTIVE**

To get a challenging position of professor in which I can utilize my experience and make the bright career of students.

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### **PROFILE SUMMARY**

- An innovative and knowledgeable professional having 4 years of experience as an Assistant professor.
- Proficient in developing new lessons and activities to expand learning opportunities.
- Extensive participation on committees and extra-curricular activities.
- Excellent knowledge of the subject and also has great practical knowledge.
- Proficient in giving conceptual knowledge.
- Strong communication and Excellent interpersonal skills

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### **KEY RESPONSIBILITIES**

- Employ different teaching methods, incorporating, audio & visual activities to address all learning styles.
- Provide individualized instruction to keep all students at expected skill level.
- Identify and organize field trips to enhance curriculum.
- Meet with parents to discuss progress and address behavior or mastery issues.
- Develop discipline plans and work closely with at-risk students.

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### **EDUCATION**

- **M.Phil** - Madurai Kamaraj University, Madurai.
- **MBA (HR & Marketing)** - Mepco Schlenk Engineering College, Sivakasi, 2005.
- **BBA** - Lady Doak College, Madurai, 2003.

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### **PERSONAL DETAILS**

Husband Name : Gurumoorthy.G  
Date of Birth : May 20, 1983  
Gender : Female  
Nationality : Indian  
Languages Known : Tamil, English

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### **TEACHING EXPERIENCE**

**Teaching Experience : 6yrs 6months**

- **Assistant Professor, Mannar Thirumalai Naicker College, Madurai, March 2022 to till date.**

Department : BBA (Management)

- Assistant Professor, Madurai Institute of Social Sciences, Madurai, June 2018 to March 2022.

Department : BBA (Management)

- Lecturer, Lady Doak College, Madurai, July 2008 to December 2009.

Department : BBA (management), ITM & MS IT (comp. science)

**FACULTY DEVELOPMENT PROGRAM ATTENDED:**

S.no	International /national/ State level	Title of the program	Name of the Institution	Date
1	National	Recent trends in Artificial Intelligence and Impact on Teaching Professionals	Rathinavel Subramaniam Arts and science College	22/4/20 - 24/4/20
2	State	Education 4.0 for sustainable Economic Development	Mannar Thirumalai Naicker College	27/ 4/22
3.	State	Enhancing Quality by unearthing Innovative practices	Manner Thirumalai Naicker College & A.P.C Mahalakshmi college for women and IQAC cluster	18/4/22 - 24/4/22
4	State	Advanced Research Methodology	SRM Institute of Science and Technology	9/5/22- 20/5/22
5	State	Dynamics of Research Publications	Mannar Thirumalai Naicker College	15/9/22- 16/9/22
6	State	Consultancy and Corporate Planning	Mannar Thirumalai Naicker College	17/3/23
7	State	Up skill your resources	Ayya Nadar Janaki Ammal College	7/7/23- 13/7/23

**SEMINAR/WEBINAR/CONFERENCE/WORKSHOP ATTENED**

S.no	International /national/ State level	Title of the program	Name of the Institution	Date
1	State	Sri S Ramasamy Naidu Memorial college	Effective Management Of Personal Finance And Wealth Creation	13/4/22
2	National	Annamacharya Institute of technology and Sciences	Financial Empowerment through strategic planning	25/5/22
3	National	SIMAT schools of Engineering	Adversial in Machine Learning	30/5/22
4	National	Rise Krishna Sai Prakasam Group of Institution	Personal Financial Planning and Wealth Management including Mutual Funds	1/6/22

5	National	Rajapalayam Raju' College, Rajapalayam	Intellectual property Rights – Need of the Hour	2/5/23
6	National	Cauvery college For Women, Trichy	Holistic and Multi- disciplinary approach towards National Higher education Quality framework	5/7/23 – 6/7/23

### PAPER PRESENTED

S.no	International /national/ State level	Title of the program	Name of the Institution	Date
1	National	Role of entrepreneurship in Indian Economy	Mannar Thirumalai Naicker college	16/12/202 2

### PAPER PUBLICATION

S.no	International /national/ State level	Name of the Journal	Title of the Article	Date
1	State	Noorul Islam strategic Management Ambience (NISMA) ISSN0973-3967	A Study on Impact of Brand Awareness on Brand Equity with special reference to consumer durables	July – December 2021
2	International	Journal of emerging technologies and innovative Research (JETIR) ISSN:2349-5162	A study on the high involvement work systems and their effect on Organisational performance with reference to HDFC Standard life	October 2022

### PROFESSIONAL EXPERIENCE

- **Sivakasi Projects Abroad Private Limited- Administrator – e Mails, June 2015 to February 2017**
  - Respond to volunteers' queries
  - Prepare a monthly project report.
  - Ensure volunteers are getting enough work to do in their placements.
  - Volunteer Feedback tracking.
  - Update volunteers' monitoring and evaluation reports on our internal database
  - Solve volunteers' problems and complaints
  - Maintain effective communication with partner organization
  - Ensure that volunteer issues and concerns are dealt with efficiently so that they are comfortable in allotted destination.
  - Make sure that the volunteers know the places and how to travel without assistance during the following days

▪ ~~Maintain effective communication with the volunteers, placements and staff~~

- ~~Keep senior staff members informed of all volunteer issues and development~~
- Ensure that accurate and up-to-date information on projects, placements and volunteers are uploaded in our system
- Office work in the form of checking and answering emails on a daily basis. Respond to all emails within 1 working day
- **Vintec Infotech, - Senior Trainer, August 2010 to January 2013.**
  - Identifying training and development needs within an organization through job analysis, appraisal schemes and regular consultation with business managers and human resources departments.
  - Designing and expanding training and development programs based on both the organization's and the individual's needs.
  - Working in a team to produce programs that are satisfactory to all relevant parties in an organization, such as line managers, accountants and senior managers at board level.
  - Developing effective induction programs.
- **KSR Consultancy – HR executive, February 2006 to May 2008.**
  - 'Cold Calling' companies to generate new business.
  - Getting vacancy details from employers
  - Interviewing and testing the Job seekers
  - Matching candidates to jobs to build a pool of potential applicants
  - Screening and Shortlisting candidates for employers to interview
  - Building relationships with employers and job seekers

**Declaration**

I here by declare that all the information furnished above is true to the best of my knowledge.

Place: Madurai

Date: \_\_\_\_/\_\_\_\_/202

Signature