



STEPHEN JEBARAJ S

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01/07/2000

Objective

"To guide and inspire students as an MSW Assistant Professor, fostering their growth and preparing them for successful careers in social work. Committed to creating an engaging learning environment and contributing to the field through mentorship and research."

Education

- The American College Madurai** 2022-2024
MSW (Human Resource Management)
72.4%
- C. S. I. College Of Education With Special Education** 2020-2022
B.ED
75.5%
- THE American College Madurai** 2017-2020
B. A. ENGLISH
55.9%
- Eden Gardens Matriculation Higher Secondary School** 2017
HSC
56.25%
- Eden Gardens Matriculation Higher Secondary School** 2015
SSLC
84%
- Type Writing English (Junior Grade)** 2022
Government Of Tamil Nadu Department Of Technical Education
First Class
- Bharathidasan University**
2D Animation

Experience

- Pasumalai Higher Secondary School** 01/11/2021 - 01/03/2022
Student Teacher
Assisted in conducting classroom activities, including lectures, discussions, and group projects, to enhance student learning and engagement. Contributed to the assessment and evaluation process by grading assignments and exams, providing constructive feedback to students, and maintaining accurate records of student performance. Actively participated in staff meetings, workshops, and professional development opportunities to continuously improve teaching skills and stay updated on best practices in education. Provided one-on-one support to students who needed extra help with understanding course material or completing assignments.
- Centre For Entrepreneurship Development Madurai** 01/02/2024 - 25/02/2024
Intern
Supported the DDU GKY (Deen Dayal Upadhyaya Grameen Kaushalya Yojana) Project by mobilizing candidates and providing documentation support. Actively participated in campus drives and job fair programs aimed at recruiting candidates for the Royal Enfield Academy for Technical Skills Project. Demonstrated strong communication and interpersonal skills while interacting with candidates, project partners, and stakeholders.
- CEAT Tyres Sriperumbudur** 01/09/2023 - 31/09/2023
HR Intern
Conducted research focused on enhancing employee job satisfaction by analyzing existing grievance management practices and identifying areas for improvement. Collaborated with HR team members to develop strategies for improving employee job satisfaction through effective grievance management techniques. Assisted in grievance management by listening to employee concerns, conducting investigations, and proposing resolutions in adherence to company policies and labor regulations.

HR Intern

Managed Employee State Insurance (ESI) and Provident Fund (PF) maintenance processes, ensuring accurate record-keeping and compliance with legal requirements. Collaborated with HR team members to update and maintain employee records, including personal details, attendance, and salary information, in accordance with ESI and PF regulations.

Skills

- Effective Communication
- Pedagogical Skills
- Adaptability
- Mentorship and Guidance
- Research Skills
- Active Listening
- Counseling and Support

Projects

- **Under Employment Among Recent Graduates In Madurai**

investigated why recent graduates in Madurai struggle to find suitable jobs despite having qualifications. The goal was to find ways to help them find better employment opportunities and use their skills effectively.

- **Improving Employees Job Satisfaction Through Effective Grievance Management at CEAT Tyres Sriperumbudur**

"At CEAT Tyres, Sriperumbudur, I led a project aimed at enhancing employee job satisfaction through the implementation of effective grievance management strategies. Collaborating with the HR team, I conducted comprehensive analyses of employee grievances, identified recurring issues, and developed tailored solutions to address them. Through proactive communication and conflict resolution techniques, I facilitated constructive dialogues between employees and management, resulting in a significant improvement in the overall work environment. By prioritizing employee concerns and implementing sustainable solutions, our project contributed to fostering a culture of trust, respect, and satisfaction among CEAT Tyres' workforce."

- **Effectiveness Of Dispute Redressal Mechanism**

"Conducted a final year project on assessing the effectiveness of dispute redressal mechanisms in the service sector for my MSW HR program. Gathered data from service sector organizations to identify trends and best practices in dispute resolution, offering insights and recommendations for optimizing mechanisms. Resulted in a comprehensive understanding of the challenges and opportunities in resolving disputes within the service sector, contributing to the enhancement of organizational effectiveness and employee relations."

- **Mobilizing candidates and documentation support for the DDU GKY Project**

Facilitated candidate mobilization and provided meticulous documentation support for the DDU GKY Project. Managed documentation processes, maintained records, and collaborated with stakeholders to optimize procedures. Contributed to project success through efficient candidate mobilization and streamlined documentation processes.

- **Mobilizing Candidates In Campus Drive And Job Fair Programmes For The Royal Enfield Academy For Technical Skills Project**

Coordinated candidate mobilization for Royal Enfield Academy for Technical Skills Project through campus drives and job fairs. Implemented outreach strategies to attract candidates, facilitating enrollment and fostering connections between talent and opportunities. Played a key role in ensuring project success through effective candidate engagement and recruitment efforts.

Workshop & Conference

- Participated in Social Entrepreneurship and innovation - 13/03/2023
- Participated in the Workshop Human Trafficking and social Work - 29/03/2023
- Participated in the Workshop Police System Towards Criminal Justice System - 31/07/2023
- Participated in the workshop Judiciary System in India for Social Justice 04/08/2023
- Participated in the Workshop Effective Capacity Building for Social Work Professionals - 18/10/2023
- Participated in the Workshop Prevention Of Child Sexual Abuse - 12/02/24
- Participated in the workshop Street Theatre and Mime for Social work Students - 23/02/2024
- Participated in the Workshop Data analysis With SPSS Workshop - 18/03/24

- Participated International Conference on "Co-building Green Social Work and Sustainable Development" On 18th March 2023

Language

- English - Speak, Read and Write
- Tamil - Speak, Read and Write