

NITYANANDA PATNAIK

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CAREER OBJECTIVE

Seeking a position of *Assistant Professor* where I can use practical knowledge with the theoretical concept.

CAREER SUMMARY

- Student oriented and having expertise in handling student queries possesses 8 years of experience in Teaching and 2 years of corporate experience.
- Proficient in developing skills in students and provide them a growing path.
- Extensive experience in organizing workshops.
- Excellent knowledge of subject and also have great practical knowledge.
- Outstanding track record in assuring student success.

PERSONAL QUALITIES

- Excellent interpersonal skills.
- Excellent planning, organizational and negotiation strengths.
- Excellent communication skills in written and verbal both.
- Ability to lead, reach consensus, establish goals and attain results.

KEY RESPONSIBILITIES HANDLED

- Manage the teaching plan and methods of assessment for students.
- Provide them practical knowledge. Helping and Enlightening students.
- Identify the weak points of students.
- Organize various events to enhance the skills of students.
- Regularly meet with parents and discuss with them about the student's progress.
- Supervising the abilities of students.
- Monitoring Attendance.
- Preparation of Question papers for Internals
- Meeting with students and helping them in solving their problems.
- Helping students in Projects.
- Taking Viva's for students during Internal Examinations.

COMPUTER KNOWLEDGE

- Proficient in basic use of computer.
- DCA (Diploma in Computer Application)

EDUCATION SUMMARY

- Presently pursuing PhD (Marketing) in Department of Business Administration, Berhampur University.
- Passed MBA in Marketing and HR (DEC Mode) from Berhampur University in year 2016 with 63 %.
- Passed PGPM in Marketing and HR from IBA. Bangalore in year 2010 with 7.26 CGPA (72.6 %).
- Passed LLB from Lingaraj Law College in year 2008 with 63 %.
- Passed BA (Economics Hons.) from Khallikote Autonomous College in year 2005 with 67 %.
- Passed higher secondary from Khallikote Junior College in year 2002 with 67 %.
- Passed high School in year 2000 with 65 % from St. Vincent's Convent School.

WORK EXPERIENCE

- Working as *Senior Lecturer* in Disha College of Management and Technology from January 2020 - Present.
- Working as *Lecturer* in Berhampur from December 2015 - July 2018.
- Worked as *Junior Lecturer* in SIST College from July 2012 – November 2015.
- Worked as *Sr. HR Executive & Administrative Officer* from August 2011 – June 2012.
- Worked as *Recruitment Consultant* from June 2010 – July 2011.

INTERESTS

- Teaching.
- Exploring new places.
- Reading magazines.

PERSONAL DETAILS

Date of birth: 15-08-1984

Languages Known: English, Hindi, Oriya

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