

## CURRICULUM VITAE



S. ARUNA  
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### CAREER OBJECTIVES:

Seeking a challenging and responsible position in a reputed institution in which initiative, skills and commitment to excellence are utilized to their full potential so as to achieve professional and personnel growth along with the organization.

### EDUCATIONAL QUALIFICATION

- **Doctor of Philosophy Ph.D in Commerce** - Sri Ramakrishna College of Arts and Science for Women Pursuing
- **Master of Philosophy M.Phil in Commerce** - Sri Ramakrishna College of Arts and Science for Women
- **Master of Commerce M.Com** - Bharathiar University, Coimbatore
- **Bachelor of Commerce B.Com** - PSGR Krishnammal College for Women, Coimbatore
- **Higher Secondary** - CSI Gell Memorial Girls Higher Secondary School, Ooty

**PROFESSIONAL QUALIFICATION:**

| <b>COURSE</b>   | <b>INSTITUTION</b>                 | <b>PERIOD</b> |
|---|------------------------------------|---------------|
| <ul style="list-style-type: none"> <li>• COMPUTER APPLICATION</li> <li>• MS OFFICE</li> <li>• MS WORD</li> <li>• MS POWER POIN</li> </ul> | PSGR Krishnammal College for Women | 2010          |
| <ul style="list-style-type: none"> <li>• Stochastic Process</li> </ul>  | PSGR Krishnammal College for Women | 2010          |
| <ul style="list-style-type: none"> <li>• Step into RPA</li> </ul>   | Ui Path Academic Alliance          | 2021          |

**WORK EXPERIENCE:**

| <b>POST</b>         | <b>INSTITUTION</b>                                    | <b>PERIOD</b> |
|---------------------|---|---------------|
| Assistant Professor | PSGR Krishnammal College for Women                    | 2020-2022     |
| Assistant Professor | Sri Ramakrishna College of Arts and Science for Women | 2019-2020     |
| Assistant Professor | Emerald Heights College for women                     | 2017-2019     |
| Lecturer            | Aradhana PU College, Bangalore                        | 2012-2017     |

**ACADEMIC PROJECTS AND ACTIVITIES****M.PHIL PROJECT****“A STUDY ON QUALITY OF WORK LIFE AT SALZER ELECTRONICS PRIVATE LIMITED”, COIMBATORE, TAMILNADU.**

This study is born out of the need to take a close look at the quality of work life at Salzer Electronic Private Limited, to find out how the working environment of the employees is and to analyse the level of satisfaction and give suggestion and recommendation if any.

**PAPER PUBLISHED**

- A study on quality of work life of employees in Salzer Electronic Private Limited, Coimbatore, published in journal of management, volume 5, issue6, November-December 2018, pp 116-128 ISSN Print 2347-3940 and ISSN Online 2347-3959, Journal Impact Factor 5.5

- A Study on Employees Absenteeism in Rashmi Industry, Coimbatore, Published in vol 68-issue 30 February 2020 of Our Heritage Journal with ISSN 0474-9030-UGC Care Approved Internalised Indexed and Referred Journal Impact Factor 6.6
- Welfare provisions: an analytical study with reference to Sri Anjaneya Spinners published in JETIR ISSN UGC Approved journal No 63975 & 5.87 Impact Factor Published in Volume 6 Issue 6 June 2019 date of publication 2019-06-05
- Employees welfare measures: Importance, Statutory provisions and various agencies protecting the welfare of employees Published in Shanlax International Journal of Commerce ISSN 2320-4168-Vol 7, No 2, April 2019
- A study on quality of work life balance of women employees in private sector banks. Published in WHJJ Journal Vol XVI, Issue X ,October 2020
- Impact of coronavirus (covid-19) and employees' reaction to changes on new normal rules and effects on employees performance in India, Published in WHJJ Journal Vol XVII, Issue X ,October 2020
- A study on quality of work life of employees working in private sector companies with reference to Coimbatore city. Published in Vol 51.No 01(VI) in Anvesak A bi-annual Journal UGC Care Group I ISSN :0378-4568 January 2021.
- A study on quality of work life among employees of nationalized banks in Coimbatore district Tamil nandu, Published in Vol 51.No 01(IX) in Anvesak A bi-annual Journal UGC Care Group I ISSN :0378-4568 January -June 2021

### **PAPER PRESENTED**

- National level conference on Impact of Mudra Scheme on Micro, Small & Medium Enterprises conducted by VET Institution
- National level seminar on Ethics in Changing Global Business Environment conducted by Sri Ramakrishna College of Arts and Science
- State Level Seminar on Changing Face of Indian Financial System conducted by Sri Ramakrishna College of Arts and Science
- National level conference on impact of human resources management on employees performance conducted by Sankara College of Arts and Science
- National conference at Ramakrishna College of Arts and Science Coimbatore on topic Net Performing Asset
- National level conference on E commerce in Developing Countries conducted by SNMV College of Arts and Science Coimbatore.

- National Level Virtual Conference in Impact of covid 19 on MSME
- Two Days international conference on the current and future impact of AI in business
- International on Multidisciplinary innovative strategies in Commerce and Management Sankara College of Science and Commerce

### PARTICIPATED

- Participated in one day workshop on **(STATISTICS A TOOL FOR RESEARCH WORK)**
- Participated in three days' **WORK SHOP ON PERSONALITY DEVELOPMENT PROGRAMME**
- Participated in one day practical **WORKSHOP ON CHALLENGES IN SOCIAL SCIENCE RESEARCH AND DATA ANALYSIS HANDS ON EXPERIENCE** conducted by **KV INSTITUTION OF MANAGEMENT**
- Participated in one day **WORKSHOP ON HOW TO WRITE AN EFFECTIVE RESEARCH PAPER** conducted by **VELLAR COLLEGE OF ARTS AND SCIENCE**
- Participated in one day **WORKSHOP ON BIG DATA ANALYSIS** conducted by **ITC ACADEMY**
- Participated in one day International Symposium on **INDUSTRIAL REVOLUTION 4.0** conducted by Sri Ramakrishna college of arts and science
- Participated in one day faculty development programme in **OUTCOME BASE EDUCATION** conducted by Coimbatore chamber of commerce
- Seminar participation **JOB SKILL TO SUCCEED IN A POST PANDEMIC WORLD** conducted by **ICT ACADEMY.**
- Participated in Faculty Development Programme on **ONLINE TEACHING TOOL** conducted by Sri Ramakrishna college of arts and science
- Participated in Virtual Faculty Development Programme **ON RESILIENT BUSINESS STRATEGIES: PREPARING FOR PANDEMIC WORLD**
- Participated in Virtual Faculty Development Programme on **GOOGLE MEET 101**
- Participate in One day international workshop on **PEDAGOGICAL TOOLS FOR THE EFFECTIVE IMPLEMENTATION ON THE NATIONAL EDUCATIONAL POLICY**
- Participate in One day national workshop on **INTRODUCTION TO SPSS PACKAGE**
- Participated in Virtual Faculty Development Programme on **CLOUD COMPUTING**
- Participated in Virtual Faculty Development Programme on **STRUCTURAL EQUATION MODELING USING AMOS**

## **ACADEMIC SERVICES**

### **CONTRIBUTION TO THE DEPARTMENT**

- Organize Guest lecture, Video Conference, Workshop, International/National Seminar/Conference, Faculty Development Programme
- Co-ordinator of Job Oriented Course – Business visualization
- Co-ordinator of Job Oriented Course – Capital Market
- Admission Incharge
- Department Association Incharge
- Coursera integration Incharge

### **PUBLIC SERVICES**

- Appointed As Polling Officer for General Elections to Tamil Nadu Legislative Assembly 2021

### **SEMINAR CONDUCTED**

- Successfully coordinated one day Technical workshop on Business Intelligence & Data Analytics Using Excel 365
- Successfully coordinated National Seminar on Business Analytics
- Successfully coordinated one day Video Conference session on FINTECH

### **COURSE COMPLETED**

- Performance and Reward system NPTEL
- Digital Marketing Udemy
- Business Communication NPTEL
- Rural Entrepreneurship Udemy

## **PROFESSIONAL WORKSHOPS AND TRAINING SESSIONS**

### **“Microteaching Workshop”**

A workshop based on how to incorporate the instructional objectives appropriately in the classroom for better understanding and for productive and functional learning to take place.

### **“Communication Styles in Teachers”**

A workshop which gave in depth understanding about how important it is to communicate effectively to make subject matter interesting.

### **“Perspective on Profession”**

A workshop which helped to comprehend our socio-economic environments and human emotional intelligence.

### **“Expanding opportunities and building competencies”**

An interactive workshop which helped me to procure consciousness about the increasing need to upgrade skills and competency and being aware of the challenges ahead.

### **“Microsoft Tools”**

A training session conducted by Microsoft to help teachers use various tools of Microsoft office 365 for effective teaching and to be a part of teaching community all over the world by creating a platform like educator network where teacher can exchange ideas have discussions and share content with any teacher across the globe.

### **“Attended Two Days Election Training Class. General Election to Tamil Nadu Legislative Assembly 2021”**

## **PERSONAL PROFILE**

Name: S. ARUNA

Father name: N. SHANMUGAM

Gender: Female

Date of Birth: 26/06/1989

Marital Status: Married

Languages Known: Tamil, English, Kannada

## **Declaration**

I hereby declare that the above written are true to the best of my knowledge and belief.

Date:

Station: HOSUR

Signature

S. ARUNA

