

RESUME

M.PUNITHAVATHI
Mobile:9597650740
Mail id:mpmswgtn@gmail.com

W/o.A.Sureshkannan,
No.29 G.K.Nagar,
Seelapadi,
Dindigul-5

CAREER OBJECTIVE:-

Seeking career in a distinguished,growth oriented organisation that can help me to apply my creative and interpersonal skills.

ACHIEVEMENT:-

- 1.As a Co-ordinator in Environmental science.
- 2.As a Chairman of Board of studies in social work.
- 3.As a External examiner for Field work and project Viva-voce.
- 4.As a resource person of a talk show among school girls entitled "Psycho social needs for Adolescent girls"
- 5.As a resource person of a talk show in rural entitled "Nutritional need for pregnant women and effects of malnutrition".
- 6.Organised Special tribal camp in Sirumalai
- 7.Organised Special Rural camp camp in Kosavapatti.
- 8.As a chairman for syllabus preparation committee
- 9.Professsor incharge for NAAC files Preparation for social work department
- 10.Produced 100% result of PG students.
- 11.As a deputy Co-ordinator in women's cell Environmental science
12. As a deputy Co-ordinator in Environmental science activities.
- 13.As a resource person for Camp inauguration in and around Trichy
- 14.As a Programme officer for NSS Girls wing,National college,Trichy, under Bharathidasan University,Trichirapalli
- 15.Recruiter of Faculties in social work department
- 16.Client management and counsellor in various departments.
17. Prepare question bank for UG and PG

EXPERIENCE:

1. Designation : Lecturer
College : Cauvery College for Women,
Trichy-1.
Period : Aug 21st - March 31st
2000-2001
June 10th - Aug 9th 2003
Work Content : Handling classes, conducting seminar,
field work placement.
Total : 1 Year 3 Months.
2. Designation : Lecturer and Head
College : Chidambaram Pillai College for
Women, Manachanallur, Trichy.
Period : Aug 9th 2003- March 31st 2006
Work Content : Group Discussion, External Examiner
Resource person, Handling classes.
Total : 3 Years
3. Designation : Lecturer and Head
College : National College (SFC), Trichy-1.
Period : April 1st 2006 - April 30 2011
Work Content : Group Discussion, External Examiner
Resource person, Handling classes.
Total : 5 Years
4. Designation : Lecturer
College : Anugraha institute of social science,
Dindigul-1
Period : May 16th 2013 - April 30 2014
Work Content : Group Discussion, External Examiner
Resource person, Handling classes.
Total : 1 Year
Total Years of experience : 15 years

5. Currently working as a Assistant professor and Heading the department of Social work in G.T.N.Arts College,Dindigul-5

QUALIFICATION:-

1. Bachelor of Science (B.Sc.,)
Subject : Nutrition and Dietetics
Year of Passing : April 1998
Class : 1st Class with Distinction (75%)
College : Seethalakshmi Ramaswami College
University : Bharathidasan University, Trichy.
Mini Project : Interior Decoration, Disease of Heart.
2. **Master of Social Work**
Specialisation : Family and Child Welfare
Year of Passing : May 2000
Class : 1st Class with Distinction (80.1%)
Rank : 2nd (Bharathidasan University Rank Holder)
College : Cauvery College for women, Trichy-1.
University : Bharathidasan University, Trichy.
Dissertation Submitted : A study on “Parent’s Attitudes towards Balwadis”.
Award’s Received : Best outgoing student award for Academic excellence.
3. **Master of Philosophy**
Specialisation : Human Resource Management.
Year of Passing : Dec 2007
Class : 1st Class with Distinction (79%)
University : Bharathidasan University (CDE), Khajamalai Campus.
Dissertation submitted : A study of Effectiveness of Performance Appraisal in TSRM, Trichy.

OTHER QUALIFICATION:-

- UGC : NET Qualified
Year : December 2000

Roll No.

: R 100717

Acquired certificate of qualified candidate of BARD University.

Papers Handled:- UG Papers

I. UG:All ug papers

1. Population Dynamics
2. Social Work Research and Social Statistics
3. Fields of Social Work
4. Community Development.
5. Social Welfare Administration.

II. PG

1. All core courses and Specialisation papers of FCW and a paper in CD.

WORK ATTENDED:-

- 2 Days Training programme on population education organized for College Teacher by PERC Gandhi gram Rural Institute in collaboration with Dept of Adult continuing education of BARD University, Trichy.
- ISPSW - Nation Conference on Social Work Intervention - Issues and concerns.

TITLES OF PROJECT GUIDANCE FOR PG STUDENTS:-Nearly 90

students.some of these are:

1. Problems faced by teenage mothers.
2. Adjustmental problems faced by wives of alcoholics.
3. Psychosocial problems face by orphans.
4. Problems faced by maid - servants.
5. Problems faced by male AIDS patients.
6. Problems faced by child labourers in Child labour School.
7. Problems faced by visually Handicapped women.
8. Student on Labour Welfare measures at Kothary Sugar Chemicals Limited, Kattur.

PROGRAMMES ORGANIZED:-

- ❖ Organized on “Challenges of 21st Century in Human Resource Management”.
- ❖ Organized Human resource management in Industries.
- ❖ Organized on “Family Counselling and family Theraphy”
- ❖ Seminar on consumer rights and adulteration.
- ❖ Seminar on current environment trends in india.

Hobbies/ Leisure time Activity : Reading Books, Gardening

Webinar organised:

- ❖ Organised webinar on “Challenges faced by young social workers in present scenario” in which Prof. Joseph Williams ,Associate professor in AISS, addressed the session
- ❖ Organised webinar on “Child rights and protection in India” in which Ms. Bhageshri Jerandikar women activist addressed the session.

Faculty development programmes:

- ❖ Completed online FDP on rethinking on quality teaching and academic strategies in Higher education from 21st July to 23rd July 2020
- ❖ *partaking in the webinar- “Covid 19 Mental Health Impacts & Stress Management” on 16th and 17th June 2020*
- ❖ *Partaking on “Art of writing research article “held on 6.6.2020.in E.M.G.Yadava womens college ,Madurai.*
- ❖ *participating in the two day Faculty Development Program jointly organised by Department of B.Com (ISM) & Department of B.Com (BM&MM) on 7th & 8th October 2021.*
- ❖ *participated in One Day National Online Faculty Development Programme on “ Essential Soft skills for Impactful Professional Career” on 11.02.2022 ,organised by INDIAN INSTITUTE OF MANAGEMENT AND COMMERCE.*
- ❖ *Attended one day faculty development programme on “patent drafting skills for academicians and Researchers” on 21st March 2021*
- ❖ *Attended one day faculty development programme on “Out come based education “held on 13th Jan to 19th Jan 2022 by Internal quality Assurance committee.in Rajiv Gandhi College of Management studies ,Maharashtra.*

- ❖ Participated in the Three Day Faculty Development Programme on “Significance of IPR in Current ERA” Organized by the Intellectual Property Rights Cell in association with the Internal Quality Assurance Cell(IQAC) during 21.09.2021 – 23.09.2021 under UGC PARAMARSH Scheme, Ayya Nadar Janaki Ammal College, Sivakasi.
- ❖ Participated in One Day National Online Faculty Development Programme on “ Essential Soft skills for Impactful Professional Career” on 11.02.2022, Indian Institute of Management and Commerce, Hyderabad.
- ❖ Participated in the National Webinar on "The Impact of Covid-19 Pandemic on Economic Status of Migrant Workers" on 25th September, 2021 organized by Department of Economics & Department of Commerce, PW College in collaboration with IQAC, Pranabananda Women’s College, Dimapur, Nagaland.

IT SKILLS:

- ❖ **Operating Systems :** , Wind ows XP, Windows 7/ 10
- ❖ **E-mail Applications :** MS Outlook, MS Outlook Express
- ❖ **Software :** MS Office (Advance Excel - Pivot/Power point)

PERSONAL DATA:-

Date of Birth	:	24.08.1977
Sex	:	Female
Marital Status	:	Married
Language Known	:	Tamil, English, Hindi
Nationality :	:	Indian

DECLARATION

I hereby declare that the above given are true to my knowledge.

Date:

Yours Sincerely,

Place:

(M.PUNITHAVATHI)