

CURRICULUM VITAE

RACHANA JAIN

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Career Objective:

Seeking for a position in an organization where I will find an opportunity of not only use my talent and skills in providing the students with the best but also in upgrading my knowledge about recent technologies in computer & management field.

Educational Qualification:

- **UGC-NET** Qualified with Management specialization in 2012.
- **Post graduation Degree** in Master of Business Administration (Executive) with specialization in systems securing 72.2 % of marks in the year 2012 from INSTITUTE OF MANAGEMENT STUDIES, DAVV INDORE.
- **Post graduation Degree** in Master of Science (Computer Science) securing 85.9% of marks in the year 2006 from SCHOOL OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY, DAVV INDORE.
- **Bachelor Degree in Bachelors of Science** (Computer Science) securing 79.6% of marks in the year 2004 from GOVERNMENT MODEL AUTONOMOUS HOLKAR SCIENCE COLLEGE, INDORE.
- **Higher Secondary** with PHYSICS, CHEMISTRY, MATHEMATICS securing 79.3% of marks in the year 2001 from BRIGHT STAR HIGHER SECONDARY SCHOOL, DEWAS.
- **High Secondary** with all subjects securing 62% of marks from KENDRIYA VIDHYALAYA, DEWAS.

Areas of Interest:

Software engineering, Management Information System, Operating System, Discrete Mathematics, Database Management System, Computer Graphics ,Human Resource Management, Principles Practices of Management & Organizational Behavior, Knowledge management, Business statistics & Research methodology ,Operation Research.

Extra Curricular Activities:

- Participation in National Seminar on “ OUTSOURCING & SERVICE SECTOR : MYTH ,REALITY & CHALLENGES” organized by Govt. Girls Degree college Dewas on 8-9 Feb 2007.
- Participation in Workshop on “COMMODITY TRADING & ITS EFFECTIVENESS” organized by School of Economics, DAVV on 1 Feb 2008.
- Participation in “XIX ANNUAL CONFERENCE OF M.P ECONOMIC ASSOCIATION” organized by School of Economics, DAVV on 15-16 Feb 2008.
- Participation in National Seminar on” CLIMATE CHANGE & ECONOMIC DEVELOPMENT” organized by School of Economics ,DAVV on 12-13 March 2010.
- Participation in National Seminar on “NATURAL RESOURCES AND ECONOMIC DEVELOPMENT” organized by School of Economics ,DAVV on 4-5 March 2011.
- Participation in National Seminar on “MICROFINANCE & RURAL TRANSFORMATION” organized by School of Economics ,DAVV on 14-15 Sept 2011.
- Participation in National Seminar on “POVERTY ALLEVIATION & NATURAL RESOURCE MANAGEMENT” organized by School of Economics, DAVV on 20-21 March 2012.
- Coordinated in annual fest “COLORS” in event ‘BRAND VISTA,RANGOLI,,FACE PAINTING,BULL IN THE MARKET’ held in SOE, D.A.V.V.
- Coordinated Workshop on SPSS for IV semester students of MBA(BE) / (FS) / (IB) every year in the month of March.

Experience:

- Worked as a Asst. Professor of Computer science in “MAULANA AZAD COLLEGE OF PROFESSIONAL STUDIES”, DEWAS from July 2006 to Jan 2007.
- Worked as a Lecturer of Computer science in “GOVT. GIRLS DEGREE COLLEGE”, DEWAS from November 2006 to May 2007.
- Worked as a Lecturer of Computer science in “PRESTIGE INSTITUTE OF MANAGEMENT”, DEWAS from July 2007 to November 2007.
- Working as a Lecturer of Computer science in “SCHOOL OF ECONOMICS”, DAVV INDORE from November 2007 to till date.

Educational Training:

- Participation in 20 hours workshop on “TOTAL DEVELOPMENT PROGRAMME “Conducted by Minerva school of communication.
- Secured “A+” grade in Workshop of MS.Net conducted by CLT in SCHOOL OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY.

Soft Skills:

- Hardworking, Resourceful, Interpersonal Skills, Conflict Management.
- Planning and Organizational Skills, Business Etiquettes.

Hobbies:

- Reading knowledgeable books.
- Learning about new technologies.

Personal Details:

Date Of Birth : 13-september-1983
Father's Name : Late Shri Premchand Jain.
Mother's Name : Mrs.Chameli Jain
Languages Known : Hindi, English.
Permanent Address : 19, Bhonsle Colony, Prem Niwas, B.N.P Road, Dewas (M.P).

Declaration :

I her by declare that all the details furnished above are true to the best of my knowledge.

Date: _____

Place: _____

(Mrs. Rachana Jain)

