Surekha padmaraj

No.1201,Neel Ashima

Plot 15, Sector 2A,

Karanjade

Panvel

Navi Mumbai – 410206

Contact nos – 7738441134 , 7710003274

Email id : surekhapadmaraj2287@gmail.com

**CAREER OBJECTIVE:**

Securing a professional, challenging career in the environment that recognizes and encourages individual contribution by offering career progression.

**WORK EXPERIENCE:**

**Presently I am providing ‘Content writing’ services to ‘DAD digital marketing’ Tanjore Tamilnadu.**

Worked as an Asst. Professor, at Pillai college of Arts, Commerce and Science New panvel

Worked as Asst. professor (2015-2018)

HOD of English and Co-ordinator of BMM (2018-2019)

Handled Bachelor of Mass Media degree course.

Subjects taught are, Fundamentals of Mass Communication, Introduction to Literature, Effective communication skills, Introduction to Creative writing, Introduction to Journalism, Mass media research, Reporting, Indian Regional Journalism and Corporate communication and Public relations (BMS)

Was the paper setter for the subject Reporting (Tybmm) University of Mumbai.

Worked as visiting faculty for the subject Effective communication skills at DY Patil College, Belapur . (2014-2015)

Have set question paper for the subject Effective communication skills (Dy Patil college)

Worked at The National Centre for Excellence,Bangalore(2011-2012) Handled ENGLISH for Secondary classes.

Worked at The British International School, chennai (2010 -2011) Handled ENGLISH for classes 9, IGCSE,AS and A level.

Experience in teaching ESOL (English for speakers of other language)

**ACADEMIC RECORD:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| QUALIFICATION | NAME OF THE INSTITUTION | UNIVERSITY/BOARD | AGGREGATE | PERIOD OF STUDY |
| M.PHIL English Lit. | Prist University, Chennai | Prist University, Chennai | 73% | 2010-20211 |
| M.A. English Lit. | University of Madras | University of Madras | 53% | 2007-2009 |
| B.A. English Lit. | Ethiraj College for Women | Autonomous | 60% | 2004-2007 |
| H.Sc. | Kurinji higher secondary school, Namakkal | Matriculation | 75% | 2002-2003 |
| SSLC. | Rosary matriculation higher secondary school, Chennai | Matriculation | 65% | 2001-2002 |

**TECHNICAL SKILLS:**

Basics in MS Office

Certificate course in Reporting and Editing

**PARTICIPATION:**

Participated in creative interpretation and won the first place.

Participated in many college and department events.

Participated in EDEXCEL Inset training programs.

Participated in the syllabus revision workshop for TYBMM students

**PERSONAL INFORMATION**:

Name: Surekha Padmaraj

DOB :22/07/1987

**LANGUAGES KNOWN:**

Spoken and written: English and Tamil

Hobbies : Writing movie reviews, book reviews, designing

**DECLARATION:**

I hereby declare that all the above stated details are true.

Place: Navi Mumbai

Date: 09/04/2020 **Surekha Padmaraj**