

**A. MARY MAGDALENE CS-FP, M.COM, NET,  
(Pursuing Ph.D., US CMA)  
Assistant Professor,  
Department of Commerce Honours,  
St. Joseph's College (Autonomous),  
Tiruchirappalli – 02.**

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**CAREER OBJECTIVE:** Intended to build a career in a competitive environment with optimistic quality learning that supports me to explore my inner potential consistently.

**ACADEMIC SKILLS:**

<b>2024</b>	Pursuing US CMA
<b>2023</b>	Pursuing Ph.D.
<b>2019</b>	Master of Commerce
<b>2018</b>	Cleared NET
<b>2015</b>	Bachelor of Commerce
<b>2013</b>	CS Foundation Programme, Institute of Company Secretaries of India, New Delhi
<b>2012</b>	Higher Secondary, St. Joseph of Cluny, Pondicherry
<b>2010</b>	Matriculation, St. Joseph of Cluny, Pondicherry

**PROFESSIONAL EXPERIENCE:**

**August 2021 – Present** St. Joseph's College (Autonomous), Tiruchirappalli – 02.

**Role** Assistant Professor

**Responsibilities** at IQAC Coordinator

**Department Level** Placement Coordinator

Girl student in-charge

READERS' CLUB in-charge

SHEPHERD in-charge

MOOC in-charge

Internship in-charge

JONEST – Communication and documentation team in-charge

**March 2020 – July 2021** Indhra Gandhi College of Arts and Science, (Government College), Pondicherry

**Role** Assistant Professor on Contract Basis

**September 2019 – January 2020** Bharathidashan Govt. College for Women, (Autonomous) Pondicherry

**Role** Guest Lecturer

**Responsibilities** Teach undergraduate level courses.

Advise and mentor students on academic and career development.

Design exams, assignments, and other assessments to evaluate student performance and provide feedback.

Maintain regular office hours for student consultations and guidance.

**September 2015 – June 2016** – **INTEGRA SOFTWARE SERVICES Pvt. Ltd., Pondicherry**

**Role** Copy Editor

**Project Summary** The journals published by Taylor & Francis Group under Routledge imprints will be edited, styled, designed and moved on to data conversion team for online publication

**Responsibilities** Co-operate with the team for on-time delivery

Editing of manuscripts

Involve in customer discussion meetings.

Raising queries in accordance with technical processing of journals

Report project status to Team Manager regularly.

**Tools Used** iPub suite, WMS, MS Word, MS Excel, MS Outlook

**Goal** To maintain quality assurance of the research articles while editing.

**RESOURCE PERSON:**

- Handled class in MBA Twinning Programme - St. Joseph's College (Autonomous), Tiruchirappalli.
- Speaker for Women's Day at Thimarayapuram.

**CERTIFICATIONS:**

- Entrepreneurship
- GST filing

- Train the Trainer – ACCA – Financial Management
- Beginner to Pro in Excel: Financial Modeling and Valuation
- The Complete Financial Analyst Course
- Train the Trainer – ACCA – Audit and Assurance
- Data Science Course
- How to write an effective research paper

#### **PERSONAL PROJECTS:**

- AGRIQUITE

#### **FDPS & WORKSHOPS:**

- Workshop on entrepreneurship
- Two-day Workshop in GST Filing
- Three-day online faculty development program on business analytics using R
- ATAL FDP - five-day national level faculty development programme on heritage management: a business perspective
- Open Educational Resources
- ICSSR Sponsored National Conference on Technology enabled digital transformation and its impact on new age banking
- FDP on Maximising Learner Engagement
- Online FDP on use of AI for Effective Teaching and Learning
- Academic Research Writing
- Intricacies of writing for research publications and projects
- FDP on patents and Consultancy
- Academic Research in Arts
- IKS Sensitisation Programme
- National Level Webinar (Online) on “INDIAN KNOWLEDGE SYSTEM IN HIGHER EDUCATION

#### **ACHIEVEMENT:**

- One of the best outgoing student awards in M.Com.

#### **ADDITIONAL SKILLS:**

- Tally Prime
- Basics in HTML
- SPSS
- Basics in Data Analytics
- Mentoring
- Motivational Speaker
- Planning and organising
- Fast learner and easily adaptive.

- An active team player.
- Optimistic and winning attitude.
- Good interpersonal and communication skills with progressive thinking.
- Ability to work steadily under pressure and impending deadlines

**LANGUAGES KNOWN:**

- Tamil
  - English
  - French
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