

## **KODALI SUJATHA**

M.A., M.Phil., MHRM, Ph.D, I-CELTA

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### **ACADEMIC CREDENTIALS**

- ✓ Cambridge English CELTA certified trainer
- ✓ Awarded Doctorate of Philosophy in English by Dravidian University for the research on “The role of an English teacher towards developing communication skills of engineering graduates through project work”
- ✓ Master of Human Resource Management from Acharya Nagarjuna University, 2012
- ✓ Master of Philosophy in English language translation from Madurai KamaRaj University, 2007
- ✓ Master of Arts from Acharya Nagarjuna University, 1997
- ✓ Schooling from ST.Ann’s English Medium School

### **WORK EXPERIENCE**

- Worked as Lecturer in Krishnaveni Junior College from 1998-2001
- Served as Assistant Professor of English in B.C Degree College during 2001-2002
- Worked as Assistant Professor and English In Charge in Narasaraopet Engineering College from 2003 to 2007.
- Discharged duties as Associate Professor and Head of the Department in E.V.M College of Engineering and Technology from 2007-2011
- Worked from 28-02-2011 to 06-01-14 as Head of the Department Training & Placement at Vignan’s Lara
- Worked as Assistant Professor of English at Vignan’s University from 06-01-14 to 01-12-16
- Worked as Training officer at Vignan’s Nirula from 02-12-16 to 19-05-2017

- Worked as HR Manager for Yamyah, a US based Software Company from 12-06-2017 to 31-01-2018.

### **AREAS OF INTEREST**

- ✓ Designing inputs in meeting the occupational needs of Engineers
- ✓ Engaging learners in activity oriented learning process
- ✓ Administering task based teaching methods in language teaching

### **SUBJECTS DEALT**

- English for Science and Technology
- Personality development Programme
- Communication Skills and Soft Skills Training
- Campus Recruitment Training
- Professional Ethics and Human Values
- Business Communication for MBA
- Organization Communication for MCA
- Cambridge PET and BEC training

### **WORKSHOPS/CONFERENCES/SEMINARS ATTENDED**

**PAPER PRESENTATIONS: 20**

### **ACADEMIC ACHIEVEMENTS**

- Ranked as best teacher with A grade performance (80/100) for the micro teaching judged by JNTU personnel
- Feedback of teaching and pass percentage of students always stood excellent
- Secured Best Teacher Award for the successive three years

**PAPER PUBLICATIONS: 08 International Journal Publications with ISBN number**

### **OTHER INTERESTS**

- ✓ Acted as a resource person in the state wide social welfare programme
- ✓ Addressed a seminar at PNC Degree College to the students of MCA on "Personality Development and Attitude Building"
- ✓ Conducted a three day workshop on "Common Errors in English" to the teachers of CARE Public School
- ✓ Addressed a motivation session to the students of Tirumala Engineering College on 'The Occupational Needs of Engineers'
- ✓ "Developing Emotional Quotient and the Art of Communication"
- ✓ Delivered a guest lecture on "People Skills and Etiquette" to the students of Dhanekula Institute of Engineering and Technology

- ✓ Administered a training session on “Attitude Building” to the students of VRS & YRS Engineering College
- ✓ Engaged an interactive session with the students of Chaitanya Techno School on “Open Culture and its Impact”
- ✓ Compiled a book on “Technical English Vocabulary”
- ✓ Authored a book entitled “Advanced English Communication”
- ✓ Co-author of a book titled “Enrich Your vocabulary”

### **CONDENSE**

- A decade plus experience in an assortment of positions in the field of Education and Administration
- Subtle perceptiveness in framing and implementing Training and Talent Building programmes
- Rich expertise in dealing with diverse student community
- Energetic and enthusiastic teaching approach
- Adaptability in the assimilation of latest concepts in tune with the emerging trends
- Expertise in leading the Department of Training and administering training activities
- Certified Cambridge English trainer for PET BEC
- Experienced in delivering corporate HR sessions on corporate etiquette & work culture