

**Dr.Sindhu A.R.**

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### **Professional Qualification:**

- **Doctor of Philosophy in Business Administration** from Manonmaniam Sundaranar University, Tirunelveli, Tamilnadu, **March 2020.**
- Qualified **SET for Lectureship in Management, January 2017.**
- **Master of Philosophy in Management** from Vinayaka Mission University, Salem, **2008-09**
- **Master of Business Administration - Finance & Marketing** as specialization from Noorul Islam College of Engineering through Anna University, **2005 – 07**
- **Bachelor of Commerce** from Women's Christian College through Manonmaniam Sundaranar University, Nagercoil, **2002– 05**

### **Teaching Experience – 7yrs**

**I. College Name : Manonmaniam Sundaranar University Constituent College**

**Designation : Assistant Professor**

**Department : Department of Business Administration**

**Experience : June 2019 to till date**

**Learning & Teaching : Cost Accounting, Financial Management, Business Communication, Production Management, Marketing Management, Human Resource Management, Managerial Skill Development, Retail Management.**

### **Role & Responsibility**

- Trained students on different aspects of Personality Development, Career Guidance for attending various competitive exams.
- Coordinating with the department for conducting different Management programmes.
- Creating, Maintaining and Updating the Official reports of the college.
- Guiding around 30 BBA students in successfully accomplishing final year projects.

- Attending various National and International webinar in various colleges.
- Participated various Faculty Development Programmes in enhancing Digital Teaching and Learning.

**II. College Name** : **James College of Engineering and Technology**  
**Designation** : **Head of the Department**  
**Experience** : January 2014 to January 2015  
**Learning & Teaching** : Financial Management, Financial Derivates and Investment Analysis and Portfolio Management.

**Role & Responsibility**

- Trained students on different aspects of Personality Development, Career Guidance and Perspectives on Finance as a specialization in MBA program.
- Managing all aspects of the smooth conduct of the MBA Full Time program which involved 120 Students, 30 courses and 9 Faculty members.
- Assisting the department for conducting various Management programmes.
- Creating, Maintaining and Updating the **Official Website** of the college till Dec 2014.
- Guiding around 6 MBA students.

**III. University Name** : **Manonmaniam Sundaranar University**  
**Designation** : Temporary Lecturer  
**Experience** : September 2011 to April 2013  
**Learning & Teaching** : Financial Management, Financial Derivates, Project Finance, Investment Analysis and Portfolio Management and Organizational Behaviour.

**Role & Responsibility**

- Coordinated with the program MBA (Shipping and Logistics) - A Regular weekend program offered by the Department of Management Studies involving high degree of Industry Institute Interaction.
- Taught MCA students Financial Management and Accounting subject as part of their curriculum.
- Guiding around 15 MBA students for successfully completing final year projects.

## Industry Experience – 2yrs 8 months

### 1. Company Name : Steria India LTD

Designation : Process Associate  
Experience : April 2008 to May 2010  
Job Location : Posted at Chennai office

### Role & Responsibility

- Responsible for **Payments Team** to maintain records, such as summaries of Vendor Name, Vendor Number, Payment Currency, Vendor Place and Coordinate with client orders; understand client needs and guaranteeing deliver of company's commitment.
- Responsible for vendor service, duties included answering vendor queries, problem solving.
- Improving vendor's service based on client feedback through the development of new policies and procedures.
- Sending Vendor details Report & Non-Payment details report to Team Leaders.
- Responding to client & vendor call-outs and evaluating and resolving problems.
- Maintaining AP invoice details and quality check before sending payment to vendors.
- Also responsible for producing various day reports which was used by senior staffs in the organization.

### Achievements:

- Member of Finance committee for various projects.
- Received Service delivery award in team of "Project OSCAR" for **Best Performer** in the month of **October 2008**.

### 2. Company Name : Sutherland Global Services LTD

Designation : Associate  
Experience : Sep 2007 to April 2008  
Location : Chennai

### Role & Responsibility

- Collecting data from various sources and converting it in to meaningful reports to three different clients like **Verizon, Sage and Amazon.**
- Auditing the reports done by the MIS department of different programs before sending it to the client (US & UK) and higher management.
- Trying out the possible ways to increase the accuracy level in the reports.
- Analyzing the Data to improve the process.

## **Papers Presented / Published**

- Presented a Paper on '**Exploring Street Vendor's Access to Financial Resources in Tirunelveli and Nagercoil Towns**' in the two day **National** Conference on 'Creativity and Innovation : A way to sustainable Entrepreneurship' conducted by Entrepreneurship cum Skill Development Centre, Manonmaniam Sundaranar University, Tirunelveli – 25<sup>th</sup> & 26<sup>th</sup> March 2013.
- Presented a Paper on '**FDI – In Indian Telecommunication Sector – Overview**' at the **National** Conference on 'Modern Management Practices' conducted by Department of Management Studies, Erode Sengunthar Engineering College, 10<sup>th</sup> April 2013.
  - Published in Journal Modern Management Practices
- Presented a Paper on '**A study on the growth strategy of selected Mergers and Acquisitions in India**' on **International** Conference on Financial Markets and Corporate Finance (ICFMCF 2016) conducted by Department of Management Studies, IIT Madras, Aug12-13, 2016.
- Presented a Paper on '**Impact on the Financial Health of Mergers and Acquisition in Indian Telecom Industry**' in the National Conference on Research & Innovation in Commerce and Management Studies conducted by Institute of Management Development and Research, Thiruvananthapuram, August 2017
  - Published in Management Researcher - A peer Reviewed Journal, Vol.XXiv, No.1, August 2017.

- Published a Paper on ‘**A study on the Growth Policies and Profitability of Selected Mergers and Acquisitions in India**’ in AMET International Journal of Management, SJIF Impact Factor: 4.105, Vol.10, Year 5, July – Dec 2016.
- Published a paper on ‘**Access to Finance – Street Vendors’ Dilemma in Two Towns of South India**’ in International Journal of Managing Public Sector Information and Communication (IJMPICT), Dec 2015

### **Workshops attended:**

- Attended ‘**One week training programme on SPSS**’ conducted by Christ University Nodal Office, TVM
- Attended "**Research Methodology Programme**" - Five Day National Workshop conducted by Rajiv Gandhi National Institute of Youth Development (RGNIYD), Manonmaniam Sundaranar University
- Attended 30 webinars from the period of Jan 2020 to August 2020

### **Strength**

- Adaptable to new and changing environments and enjoy working as team member.
- Able to meet tight deadlines under pressure and capable of handling task with technical perfection to completion on time.
- Enthusiastically encourage, support, and respect team members with a high level of integrity and dependability.
- Eager and willing to learn new things.

### **Computer proficiency**

- SAP (Finance & Accounts), Microsoft Excel and Tally.

### **Area of Interest**

- Finance
- Accounting
- Marketing

**Personal Profile**

Date of Birth : 25.10.1984  
Languages Known : English, Tamil, Malayalam & Hindi.  
Nationality : Indian  
Marital Status : Married  
Place of Residence : Marungoor, Kanya Kumari District - 629001,  
Tamil Nadu.

**Declaration:**

I hereby declare that the particulars given above are true and correct to the best of my knowledge and belief.

**SINDHU.A.R**