

CURRICULUM VITAE

RAJALAKSHMI CHANDRASEKHAR
ASSISTANT PROFESSOR,
ELECTRICAL ENGINEERING DEPT.
CURRENT LOCATION: KOLKATA
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CURRENT STATUS:

- Working as **Assistant Professor** in **Regent Education and Research Foundation**, Electrical & Electronics Engineering Department.

CAREER OBJECTIVE:

To obtain a challenging position in a dynamic organization having healthy and competitive environment, that will enable me to use my strong organizational skills, educational background, experiences and ability to work well with a team and also provide me with the opportunity for growth and advancement.

ACADEMIC QUALIFICATION:

Master of Technology in Illumination Technology & Design in 2016

Institute - Jadavpur University

Marks : 73.35% (First Class)

Thesis: **TITLE** - PROPOSED LIGHTING DESIGN FOR THE NATIONAL NIVEDITA HERITAGE CENTRE, BAGBAZAR, KOLKATA USING **DIALUX EVO** SOFTWARE

Bachelor of Technology in Electrical Engineering in 2008

Institute - Birbhum Institute of Engineering and Technology.

Marks : 7.68 (First Class)

ORGANISATIONAL EXPERIENCE:

TOTAL EXPERIENCE: 14+ YEARS

- Currently working as HOD of Electrical & Electronics Engineering Department in Regent Education and Research Foundation Group of Institutions.
- Worked as HOD in Electrical Engineering Department in JIS School of Polytechnic, Kalyani.
- Worked as a Sales Engineer in Waterlife India Private Limited.
- Worked as a Project Manager in APEX Marketing and ITES Services.
- Worked as an Assistant Web Developer in Assurgent Technology Solutions Pvt. Ltd

Job Responsibilities:

Role in Regent Education and Research Foundation . (July 2017-Till Date)

- Managing different academic & administrative responsibilities of the EEE Department as HOD
- Preparing and giving lectures, as well as grading papers and tests
- Conducting laboratory classes.
- Member of different Committee like Routine, Cultural
- Member of IQAC Cell and NAAC accreditation committee of college.
- Member of Exam Cell.
- Mentoring students.

Role in JIS School of Polytechnic . (August 2011 – July 2017)

- **Worked as HOD** of Electrical Engineering Dept since 2013.
- **Delivered** lectures and **conducted** practical classes.
- **Worked** as Exam Coordinator.
- Member of NBA accreditation committee of JIS School of Polytechnic
- Member of Anti- Ragging Committee.
- Performed various managerial as well as administrative duties
- **Mentored** students to pursue academic and personal excellence

Role in Waterlife India Pvt. Ltd. (January 2010 – August 2011)

- **Meeting** Clients, inspecting sites and gathering technical specifications.
- **Planning** and designing as per the requirement and need of clients.
- **Preparing** Offer or Tender (Technical + Commercial) for various government & Private Sectors Utilities.
- **Constant** monitoring for reaching the desired goals set.
- **Conversion** of potential clients and closing of the deals.

Role in Apex Marketing & ITES Services (August 2009 – December 2009)

- **Meeting** Clients **discussing** their requirements.
- **Preparing** quotations.
- **Planning** and **Executing** the project as per the Clients requirements.
- **Recruiting** and **Training** Team members as per the projects requirements.
- **Monitoring** the performance of the team members to ensure accuracy of the Project.
- **Managing** and **coordinating** the team to complete a project within the deadline provided.

Role in Assurgent Technology Solutions Pvt. Ltd. (October 2007 - May 2009)

- Worked as a **Trainee Web Developer**. (Weekly twice for a year against stipend, while pursuing graduation.)
- **Procured** good corporate training in **JAVA** and **J2EE**.
- Worked as an **Assistant Web Developer** in **PHP** from June 2008.

- Designed web pages through programming.
- Worked on projects of hospital management and mailing system

COMPUTER SKILLS:

Software known : Matlab, Scilab, Dialux, Dialux EVO,

Languages Known: C, C++, PHP, My SQL and Java.

Operating Systems: Windows 10, Windows 7, Windows 98, XP, Vista.

Basics: Microsoft Office (MS-Word, MS-PowerPoint, MS-Excel), Internet Explorer.

TRAININGS ATTENDED:

- Completed Online FDP program on “**Universal Human Values I & II**” conducted by AICTE
- STTP on “**Teaching and Learning Methodology** “, from NITTTR, Kolkata
- STTP on “**Evaluating Students' Performance**”, from NITTTR, Kolkata
- STTP on “**NBA Accreditation and SAR Preparation**” from NITTTR, Kolkata
- STTP on “**Introduction to Scilab**” from NITTTR, Kolkata

PERSONAL PROFILE:

Date of Birth : 05-01-1986

Father's Name : R.Chandrasekhar

Mother's Name : C.Gita

Permanent Address : B/62/H/1, Chetla Road, Kolkata-700027

Languages Known : English / Hindi / Bengali / Tamil

Nationality : Indian

Marital Status : Single

Blood group : O Positive

Location Preferred : No Preferences.

(All the details given above are true to the best of my knowledge)

Date:

C.Rajalakshmi

Place: Kolkata

(Signature)