**RESUME**

**Summary**

* Experienced in all stages of Academic & Administration work.
* **Experienced as a Secretarial Assistant for various NAAC Peer Teams.**
* Experienced in Technical support for NAAC & IQAC activities.
* Well-versed in Computer work.

**Skill Highlights**

|  |  |
| --- | --- |
| * Updating Web Content
* IQAC activities
* M S Office & Tally
 | * E-Mail correspondence
* Online oriented work
* Service-focused
 |

**Experience**

 23 Years as a Computer Programmer/Instructor/Tutor/Operator/PTL.

 Present working in IQAC of Smt. A.S.M. College for Women, Ballari.

**Education**

* B.Com., P.G.D.B.M., - Gulbarga University
* Persued MCA & M Com - Indira Gandhi National Open University

**Certifications**

* CIC from IGNOU, PGDCA Course from MICE & Computer Training Programme from CDC, Government Polytechnic, Ballari.
* Diploma in Office Automation, Short Term Courses in Computer Languages and Applications.
* Senior Typing in English & Junior Typing in Kannada from GoK.
* Participated in various Seminars/Workshops/Conferences/OP/TP.
* NCC, NSS, Yoga & Swimming.
* Vocational Course in First Aid from A.P. Board & Vidvan in Hindi.
* Prizes in Debate, Essay Writing, Quiz Competitions, Sports & Games.

**Institutions worked**

**V.V.Sangha’s**

* Veerashaiva College, Ballari.
* T.V.M. College of Pharmacy, Ballari.
* Independent P.U. College, Ballari.

**Visited Institutions for NAAC work**

**V.V.Sangha’s**

* Kottureshwara College, Kottur.
* A.D.B. F.G. College, Harapanahalli.
* G.B.R. College, Huvinahadagali.
* Kotturswamy College of Teacher Education, Ballari.

 (P.T.O.)

**Contact**

**Current Address:**

LIG-13O, Gandhinagar,

Moka Road, Ballari-583103.

Karnataka, INDIA.

**Permanent Address:**

Sindigi Compound,

16th Ward, Near Raghavendra Talkies, Ballari-583101.

Karnataka, INDIA.

**Phone:**

9482540946

9448262623

**Email:**

manjunathmariyani@gmail.com

**Languages**

Kannada, Hindi, Telugu & English.

**Hobbies**

Cricket, Swimming, Music & Movies

**Blood Group**

A+ ( ‘A’ Positive)



**Manjunath.M**

Date of Birth :16/04/1976

Age :44 Years

Gender : Male

Maritial Status : Married

Religion : Hindu

Father’s Name : M.Veerabhadrappa

Mohter’s Name :M.Sharadamma

 Wife :B V Ramya,House Wife

Daughter :M.Shravani

**RESUME**

**-2-**

**Other Experience**

* Working as a Computer Assistant - UGC-NAAC Sub Committee, V.V.Sangha, Ballari.
* Worked as a DTP Assistant – V.V.S. Study Centre - K-CET & Bulk SMS work.
* Worked as a Computer Assistant in V.V.Sangha Administrative Office – Aided Degree Colleges Teaching Posts Appointment at DCE, Bengaluru, Non-Teaching Promotions & VVS Elections.
* Worked as Administrative Coordinator for V.V.S. Kindergarten School, Cantonment, Ballari.
* Worked as ATPO in Eenadu News Time Telugu Daily Newspaper at Ballari.
* Worked as a Case Worker / Counselor in KSOU Study Centre, V.S. College, Ballari.
* Worked as a Supervisor in M/s. Magnum Apparels, Jeans Manufacturing Company, Ballari.
* Worked as a Manager in Popular Tyres, Popular Engineering Works & Popular Computers, Ballari.
* Worked as a Computer Tutor / Teacher / DTP Operator in Sindhu Computers, Ballari.
* Worked as a Room Supervisor / Invigilator / Practical Examiner.
* Typing Experience - Project Reports / Ph.D. Thesis / M.Phil. Thesis / Paper Publications & etc.

**Membership in**

* Veerashaiva Taruna Sangha, Ballari.
* Kannada Sahitya Parishat, Ballari.
* V.V.S. Employees Society, Ballari.
* Alumni of Veerashaiva College, Ballari.
* Patanjali Yoga Centre, Ballari.
* Sadhana Yoga Centre, Ballari.

**Social Service**

* Participated in Free Blood Donation Camps & Eye Checkup Camps.
* Served as a Volunteer in Ramakrishna Ashrama, Ballari.
* Participated LEAD (Deshpande) activities in Veerashaiva College, Ballari.
* Participated in Free Yoga Training Camps.
* Social Media – Online Accounts in
* Twitter - Manjunath Mariyani - @manjunathmariya
* Face book - 9482540946 - <https://www.facebook.com/manjunath.mariyani>
* Whatsapp - 9482540946, 8310430121, 9448262623.
* Instagram - mariyanimanjunath
* Alternate E-mail - mariya053@redffmail.com

Date: 20/03/2020 **(M.MANJUNATH)**

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