

Dr. PRIYANKA SRIVASTAVA

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Summary

An Educator and a Communicator with **4 years of Industry** and **over 8 years of experience in education, training and development.**

Presently, I am working as a **Visiting Faculty for Managerial Communication in B-Schools and a Freelance Soft Skills Trainer** based in Pune.

I always strive for quality in everything I do, and wish to develop my skills, talent and knowledge as an effective Trainer

Expertise: My Professional expertise includes Business & Managerial Communication, Soft skills and Life Skills training, Group Discussions, Interview Preparation along with specific Marketing Management areas.

Achievement: “**Train the Trainer**” certification by the Management & Entrepreneurship and Professional Skills Council (MEPSC), under the National Skill Development Corporation (NSDC), Ministry of Skill Development and Entrepreneurship, GOI.

Interests: I am passionate about children and train them in Speech and Drama by allowing them to explore and participate in various activities. I am a storyteller and tell stories to inform, to amuse, and to entertain and to sensitize people about various social issues.

EXPERIENCE

Duration: August 2016 to Till Date

Associate Professor (Visiting)

Organizations:

Management Institute of Leadership and Excellence, Pune

Sai Balaji International Institute of Management and Studies, Pune

Responsibilities

- Conduct Lectures on Managerial Communication and Communication Skills

Duration: January 2014 to July 2016

Associate Professor

Organization: Sri Balaji Institute of Management Human Resource, Pune

Responsibilities

- Conducted Lectures on Marketing Management.

Duration: March 2013 to October 2013(8mnths)

Associate Professor

Organization: Abhinav Institute of Management and Technology, Kanpur

Responsibilities

- Conducted Lectures to students on Marketing Management, Managerial and Business Communication, Spoken and Written English for Vernacular background students.
- Provided assistance to the Placement Cell in conducting grooming sessions like conducting Group Discussion, Mock Personal Interview and Soft Skill training necessary for the placement.
- Serve and support functional activities of departmental committees.

Duration: August 2011 to Feb 2013 (1.5yrs)

Associate Professor

Organization: Indira Global Business School, Pune

Responsibilities

- Conducted Lectures to students on Basics of Marketing, Marketing Management, Integrated Marketing Communication
- Served and supported functional activities of departmental committees including making Time Table & conducting examinations.
- Provide different services and collaborate with colleagues in planning, coordinating and implementing the special events involving college and community officials.

- Assist college staff in organizing workshops on various marketing and management related topics.
- Participated actively as a member of Women committee and Academic Committee of college, by organizing and coordinating various activities related to the committee.
- Participated in the development/design and revision of curriculum offered.
- Mentor and advised students on their development, including choices relating to academic program, research projects and career directions.
- Conducted Grooming sessions for students like Group Discussion, Mock Personal Interview to make them ready for the placement.

Duration: February 2007- June 2011(4.4yrs)

HR Executive

Organization: Cybernet Info Solutions Ltd, Kanpur

Responsibilities

- Managed Responses.
- Reviewed Applicants and Developed Shortlist.
- Arranged Interviews.
- Conducted telephonic and personal interviews as the case may be.

Duration: October 2003- January 2007(3.2yrs)

Lecturer

Organization: College Of Management Studies, Kanpur

Responsibilities

- Assisted and supported senior professors in their day-to-day tasks and functions.
- Planned events and activities on few occasions, getting those approved by senior management and implementing those.

Teaching activities include classroom instruction and assisting student research and internships.

AREAS OF EXPERTISE

- Marketing
- Business Communication

PROFESSIONAL EFFICIENCIES

- Strong communications skills as a Trainer and Storyteller.
- Excellent relationship builder with students, faculty, and administration.

LANGUAGE SPOKEN

English and Hindi

EDUCATION

Ph.D. in Commerce	CSJM Kanpur University	2009	
(Role of Govt Agencies in Industrial Development with special reference to Kanpur Dehat)			
Master Of Business Administration (Specialization-Marketing)	UP Technical University, Lucknow	2003	75%
Master Of Commerce	CSJM Kanpur University	2001	77%
Bachelor Of Commerce	CSJM Kanpur University	1999	75%
ISC	Dr. Virendra Swarup Public School, Kanpur	1996	74%
ICSE	Wendy High School, Kanpur	1994	75%

AWARDS

- Recipient of Gold Medal in **B.Com** for securing highest marks in University and College.
- Recipient of Gold Medal in **M.Com** for securing highest marks in University and College.

Achievements:

- NIS Sparta Certification in Sales and Selling Techniques
- NIS Sparta Certification in Negotiation Skills

Papers Published

- International Seminar on Quality of Professional Education in Present Era.
(Organized by Institution of Engineers India-Uttarakhand)
- International Seminar on Role of Information and Communication Technology for Sustainable Development.
(Organized by State Centre and Indian Association of Teacher Education)
- National Seminar on Managing the Deteriorating Bonds of Personal and Social Relationship
(Sponsored by UGC, Organized by Dept. of Psychology MahilaMahavidyalaya-Kanpur)
- International Conference on Business Management in Turbulent Times.
(Organized by Choice Institute of Management Studies & Research & SKNCOE –Pune)