VIDYA L. KAMATE-HANJAGI

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WEBSITES, PORTFOLIOS, PROFILES

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PROFESSIONAL SUMMARY

Dedicated and student-focused postgraduate in Commerce with over 6.5 years of experience teaching at the college level. Skilled in delivering engaging lectures in Commerce and Business Studies (Organisation,Commere and Management-OCM), guiding students in academic and personal growth, and ensuring effective academic administration. Passionate about fostering a positive learning environment and contributing to the overall development of students.

KEY SKILLS

- Curriculum Planning & Lesson Delivery
- Classroom & Student Management
- Business Studies(OCM) and Commerce Instruction
- Student Assessment & Mentoring
- Academic Documentation & Reporting
- Communication and Interpersonal Skills
- Team Collaboration & Time Management
- Proficiency in MS Office and Tally

PROFESSIONAL EXPERIENCE

07/2017 - 02/2024

***Lecturer, Commerce,* CK PU College, Examba Chikodi, Karnataka**

Lecturer – Commerce (July 2017 – February 2024)

C.K. Degree College, Examba Chikodi, Karnataka

- Delivered lectures in Commerce for PU/degree students.
- Prepared and implemented lesson plans aligned with the academic syllabus and institutional goals.
- Evaluated student performance through tests, assignments, and projects.
- Mentored students on academic improvement and higher education options.
- Assisted in examination coordination, timetable management, and report preparation.
- Communicated effectively with faculty, parents, and college administration.
- Maintained accurate records, reports, and academic documentation. Coordinated academic and administrative operations, ensuring smooth workflows.
- Maintained documentation, data entry, and record management with accuracy.
- Communicated effectively with faculty, parents, and external committees.
- Ensured compliance with institutional policies while preparing reports, schedules, and official communication.
- Anchored multiple college-level academic, cultural, and institutional events.

EDUCATION

2017 **M.Com** CGPA: 6.99 **,** KLE's GI Bagewadi College, Nipani ,Belagavi**,** Karnataka

2015 **B.Com** 78**%** C.K College, Examba**,** Belagavi, Karnataka

ACHIEVEMENTS

- Awarded Best Student in B.Com final year.
- Achieved a 100% pass rate in the Board Examination in two academic years.
- Represented as team manager in district and state-level college sports.

PROJECTS

Inventory Management (M.Com Project), Studied procurement processes, stock management, and purchase order handling., Gained insights into coordination between finance, procurement, and operations.

LANGUAGES

English Hindi Kannada Marathi

PERSONAL INFORMATION

Date of Birth: 02/06/1994
Nationality: Indian
Marital Status: Married

DISCLAIMER

I hereby declare that the information provided above is true to the best of my knowledge and belief.