

## Universal Education

### Curriculum Vitae (CV) for proposed professional Staff

#### Curriculum Vitae 1

1. Proposed Position: Aptitude Trainer
2. Name of Firm: Universal Education
3. Name of Staff : Avishek Ghosh
4. Date of Birth: 16.05.1983      Nationality: INDIAN
5. Education
  - Bachelor of Sciences Degree obtained from Don Bosco Institute of Technology, Bangalore in 2006
  - MBA Degree obtained from Bangalore University
  - **Received the proposal for ‘The Doctor of Letters’ conferred by Kings University, United States of America.** The Doctor of letters is being conferred for the till date contributions, appreciations, work, credentials achieved in the field of Training and its contribution to the society.
6. Membership of Professional Associations: **Executive Member to ‘SRIJINI’, an NGO which works Pan India to develop education among poor children and undertakes Hygiene projects**
7. Other Training
  - During my Graduation period, I was offered **Internship Program** for the Position of **Coordinator & Quant Trainer** for Career Avenues
8. Countries of Work Experience: **India**

9. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Bangla	Good	Good	Good

Oriya	Fair	-	-
Kannada	Good	-	-
Assamese	Fair	-	-

10. Employment Record

From 11.04.2015 To Till Date  
Employer: UNIVERSAL EDUCATION  
Positions held: Promoter & CEO

From 11.04.2012 To 10.04.2015  
Employer: UNIVERSAL EDUCATION  
Positions held: Director Business Development & Promoter

From 11.04.2009 To 10.04.2012  
Employer: UNIVERSAL EDUCATION  
Positions held: Director Training

From 16.05.2007 To 10.04.2009  
Employer: UNIVERSAL EDUCATION  
Positions held: Content Developer & Regional Head South

From 16.04.2006 To 10.05.2007  
Employer: CAREER AVENUES  
Positions held: Training Program Coordinator & Trainer

<p>11. Detailed Tasks Assigned</p> <p>1) Understanding the Requirement of the Client &amp; Designing Tailor-made Syllabus for the Client College</p> <p>2) Attending Review Meeting</p> <p>3) Handling Quant, Reasoning &amp; Puzzles Sessions</p> <p>4) Handling Human Resource(H.R) Sessions</p> <p>5) Handling Interview techniques</p> <p>6) Handling Remedial Training</p> <p>7) Handling Company Oriented Training</p>	<p>12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Soft Skill Assessment &amp; Training</b> Year: 2016 &amp; 2017 Location: <b>Bhubaneswar, Orissa</b> Client: <b>C.V Raman College of Engineering</b> Main project features: Campus Recruitment Training mainly focusing Soft Skillslike G.D, Interview Techniques, Personality Development &amp; Communications Positions held: Program Designer Activities performed: Designing Tailor-Made Syllabus for the College, Attending Review Meetings and taking Remedial Sessions</p> <p>Name of assignment or project: <b>Campus Recruitment Training &amp; Company Oriented Training</b> Year: 2015 &amp; 2016 Location: <b>Aurangabad, Maharashtra</b> Client: <b>Government College of Engineering</b> Main project features: Campus Recruitment Training mainly focusing Aptitude, &amp; Company Oriented Training for TCS where the college has seen 40% increment in their placement number as compared to last year Positions held: Program Head &amp; Mentor Activities performed: Quant, H.R Training along with TCS</p>
--	---

	<p>oriented Training</p> <p>Name of assignment or project: <b>Campus Recruitment Training</b>  Year: 2013 &amp; 2014  Location: <b>Bhilai, Chhattisgarh</b>  Client: <b>Rungta College of Engineering&amp; Technology</b>  Main project features: Campus Recruitment Training mainly focusing Aptitude, &amp; Company Oriented Training for TCS &amp; Accenture, where the college has seen 40% increment in their placement number as compared to last year  Positions held: Chief Operating Officer for the Program  Activities performed: Quant, H.R Training along with Accenture &amp;TCS oriented Training</p>
--	--

13. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

12.03.2018

AvishekGhosh

## Curriculum Vitae 2

1. Proposed Position :Soft Skill & Verbal Trainer
2. Name of Firm :Universal Education
3. Name of Staff :V Nandini Nair
4. Date of Birth: 09.08.1983      Nationality: INDIAN
5. Education
  - Bachelor of Sciences Degree obtained from Don Bosco Institute of Technology, Bangalore in 2006
  - MBA Degree obtained from Bangalore University
  - **Received the proposal for ‘The Doctor of Letters’ conferred by Kings University, United States of America.** The Doctor of letters is being conferred for the till date contributions, appreciations, work, credentials achieved in the field of Training and its contribution to the society.
6. Membership of Professional Associations: **Faculty to Tutor Vista.**  
Conducting Online Tutoring to **U.K & U.S Clients** on applied sciences.
7. Other Training
  - During my Graduation period, I was offered Internship Program for the Position of **Content Developer** for Career Avenues
8. Countries of Work Experience: **India**
9. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Malyalam	Good	Good	Good
Tamil	Good		-

Kannada	Good	-	-
Bangla	Good	-	-
Marathi	Fair	Fair	Fair

10. Employment Record

From 11.04.2013 To Till Date  
Employer: UNIVERSAL EDUCATION  
Positions held: Promoter & Director

From 11.04.2008 To 10.04.2013  
Employer: UNIVERSAL EDUCATION  
Positions held: Training Head

From 11.06.2007 To 10.04.2008  
Employer: Tutor Vista  
Positions held: Faculty -Online

From 09.05.2006 To 10.06.2007  
Employer: Career Avenues  
Positions held: Content Developer

<p>11. Detailed Tasks Assigned</p> <ol style="list-style-type: none"> <li>1) Understanding the Requirement of the Client &amp; Designing Tailor-made Syllabus for the Client College</li> <li>2) Attending Review Meetings</li> <li>3) Handling Verbal, Reasoning &amp; Soft Skills Sessions</li> <li>4) Handling Entrepreneurship &amp; Managerial Skills</li> <li>5) Designing Assessments</li> <li>6) Handling Remedial Training</li> <li>7) Handling Company Oriented Training</li> </ol>	<p>12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Company Oriented Training</b> Year: 2018 Location: <b>Patna, Bihar</b> Client: <b>IIT</b> Main project features: Soft Skill Training mainly focusing in their finishing schools like <b>resume preparation of different companies, Interview techniques of different companies, Group Discussion &amp; Personality Development</b> Positions held: Program Head &amp; Trainer Activities performed: Designing Tailor-Made Syllabus for the College, Attending Review Meetings and Handling Soft Skill Sessions</p> <p>Name of assignment or project: <b>Company Oriented Training</b> Year: 2017 Location: <b>Nagpur, Maharashtra</b> Client: <b>VNIT</b> Main project features: General Company Oriented Training mainly focusing in their finishing schools like <b>resume preparation of different companies, Interview techniques of different companies visiting VNIT</b> Positions held: Program Head &amp; Coordinator Activities performed: Designing Tailor-Made Syllabus for the College, Attending Review Meetings and Handling Soft Skill Sessions</p>
---	--

	<p>Name of assignment or project: <b>Campus Recruitment Training &amp; Company Oriented Training</b>  Year: 2017  Location: <b>Nanded, Maharashtra</b>  Client: <b>Government College of Engineering</b>  Main project features: Campus Recruitment Training mainly focusing Verbal, &amp; Company Oriented Training where the college has seen 30% increment in their placement number as compared to last year  Positions held: Program Head &amp; Coordinator  Activities performed: handling Verbal, Review Meetings &amp; conducting Company oriented Training</p> <p>Name of assignment or project: <b>Campus Recruitment Training</b>  Year: 2013  Location: <b>Bijapur, Karnataka</b>  Client: <b>BLDE College of Engineering</b>  Main project features: Campus Recruitment Training mainly focusing Aptitude, &amp; Company Oriented Training for Infosys, Tech Mahindra, where the college has seen 40% increment in their placement number as compared to last year  Positions held: Program Head  Activities performed: Program Coordination, Handling Soft Skill Sessions and Review Meetings &amp; Tech Mahindra &amp; Infosys oriented Training</p>
--	---

13. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

12.03.2018

V Nandini Nair

### Curriculum Vitae 3

1. Proposed Position : Aptitude & Technical Trainer
2. Name of Firm : Universal Education
3. Name of Staff : Ahinshu Ghosh
4. Date of Birth: 09.08.1985      Nationality: INDIAN
5. Education
  - B.E (Information Science) Degree obtained from VTU, Belgaum in 2007
  - MBA Degree obtained from Magadh University
6. Membership of Professional Associations: Member **Trainer Association in Bangalore**
7. Other Training
  - Done internship program as Trainee Software Engineer in Global 1<sup>st</sup> step, Pune
7. Countries of Work Experience: **India**

8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Bangla	Good	Good	Good
Chhattisgarhi	Fair	-	-

09. Employment Record

From 13.04.2013 To Till Date  
Employer: UNIVERSAL EDUCATION  
Positions held: Training Head

From 11.03.2010 To 12.04.2013  
Employer: UNIVERSAL EDUCATION  
Positions held: Head South

From 10.06.2008 To 10.03.2010  
Employer: UNIVERSAL EDUCATION  
Positions held: Aptitude Trainer & Program Coordinator

From 02.05.2007 To 02.06.2008  
Employer: HCL  
Positions held: Software Engineer

<p>10. Detailed Tasks Assigned</p> <ol style="list-style-type: none"> <li>1) Preparing Day wise Schedule for the client colleges</li> <li>2) Attending Review Meeting</li> <li>3) Handling Quant, Verbal, Reasoning &amp; Soft Skills Sessions</li> <li>4) Allocating Faculties to the Client Colleges as per the Module requirement</li> <li>5) Designing Assessments</li> <li>6) Handling Remedial Training</li> <li>7) Handling Company Oriented Training</li> </ol>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2019  Location: <b>Kota, Rajasthan</b>  Client: RTU, Kota  Main project features: Employability Skill Training mainly focusing Aptitude &amp; Soft Skills as 1<sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations  Positions held: Program Coordinator  Activities performed: Handling Aptitude Sessions like Quant, Reasoning, Verbal, Preparing Schedules of the Training and Review Meetings etc.</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2019  Location: <b>Aurangabad, Maharashtra</b>  Client: <b>Government College of Engineering, Aurangabad</b>  Main project features: Campus Recruitment Training mainly focusing on Aptitude sessions so as to bring the students to certain standards to be eligible for entry level examinations  Positions held: Program Head  Activities performed: Program Coordination, Handling Aptitude Sessions, Preparing Schedules and Review Meetings</p> <p>Name of assignment or project: <b>Employability Skill Training &amp; Company Oriented Training</b>  Year: 2018  Location: <b>Dibrugarh, Assam</b>  Client: <b>Dibrugarh University</b>  Main project features: Employability Skill Training mainly focusing Quant, Verbal, &amp; Company Oriented Training, where the college has seen 30% increment in their placement number as compared</p>
---	--



	<p>to last year  Positions held: Program Coordinator  Activities performed: Handling Quantitative &amp; Verbal Aptitude, Reasoning, Assessment Monitoring &amp; Preparing Schedules</p> <p>Name of assignment or project: <b>Campus Recruitment Training &amp; Company Oriented Training</b>  Year: 2017  Location: <b>Nanded, Maharashtra</b>  Client: <b>Government College of Engineering</b>  Main project features: Campus Recruitment Training mainly focusing Verbal, &amp; Company Oriented Training, where the college has seen 30% increment in their placement number as compared to last year  Positions held: Coordinator &amp; Assessment Designer  Activities performed: Handling Aptitude, Assessment Monitoring &amp; Preparing Schedules</p> <p>Name of assignment or project: <b>Campus Recruitment Training</b>  Year: 2016  Location: <b>Bidar, Karnataka</b>  Client: <b>GND College of Engineering</b>  Main project features: Campus Recruitment Training mainly focusing on Aptitude sessions so as to bring the students to certain standards to be eligible for entry level examinations.  Positions held: Program Head  Activities performed: Program Coordination, Handling Aptitude Sessions, Preparing Schedules and Review Meetings</p> <p>Name of assignment or project: <b>Campus Recruitment Training</b>  Year: 2015  Location: <b>Nasik, Maharashtra</b>  Client: <b>KK Wagh College of Engineering</b>  Main project features: Campus Recruitment Training mainly focusing on Aptitude sessions so as to bring the students to certain standards to be eligible for entry level examinations  Positions held: Program Head  Activities performed: Program Coordination, Handling Aptitude Sessions, Preparing Schedules and Review Meetings</p>
--	---

## 12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For AhinshuGhosh)

V Nandini Nair

### Curriculum Vitae 4

1. Proposed Position :Soft Skill & Technical Trainer
2. Name of Firm :Universal Education
3. Name of Staff :Tapas Guha
4. Date of Birth: **24.06.1965**      Nationality: **INDIAN**
5. Education
  - B.E (Electronics) Degree obtained from Nagpur University in 1987
  - M.Tech Degree obtained from VNIT, Nagpur in 1988
6. Membership of Professional Associations: **Executive Member to 'SRIJINI', an NGO which works Pan India to develop education among poor children and undertakes Hygiene projects**
7. Other Training
  - Done internship program in CEERI Pilani (CSIR group)
8. Countries of Work Experience: **India**
9. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Bangla	Good	Good	Good
Marathi	Good	Good	Good
10. Employment Record

From 11.03.2011 To Till Date  
Employer: **UNIVERSAL EDUCATION**

Positions held: Head Administration & Director

From 10.01.2008 To 10.03.2011

Employer: UNIVERSAL EDUCATION

Positions held: Soft Skill Trainer & Content Developer

From 02.05.1989 To 02.01.2008

Employer: MIET

Positions held: Instructor

<b>11. Detailed Tasks Assigned</b> 1) Responsible for Internal Faculty Development Training Program 2) Responsible for Content Development of Universal Education. 3) Handling Soft Skills Sessions 4) Handling Remedial Training	<b>12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</b>  Name of assignment or project: <b>Assured Placement &amp; Training Module</b> Year: 2016 & 2017 Location: <b>Bhilai, Chhattisgarh</b> Client: <b>Universal Education's Center at Bhilai</b> Main project features: Designing and Imparting Training Modules in a such a way for 12 <sup>th</sup> pass, Diploma and Graduation Students so that they can grab a job for their choice. Positions held: Mentor for the operation Activities performed: Designing Syllabus, coordinating with students and companies for Placements & Handling Soft Skill Sessions  Name of assignment or project: <b>Campus Recruitment Training</b> Year: 2013 Location: <b>Bangalore, Karnataka</b> Client: <b>Acharya College of Engineering</b> Main project features: Campus Recruitment Training mainly focusing Aptitude & Soft skills so as to bring the students to certain standards to be eligible for placement process Positions held: Program Head Activities performed: Program Coordination, Handling Soft Skill Sessions, Preparing Schedules and Review Meetings
---	---

### 13. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Tapas Guha)

Avishek Ghosh

### Curriculum Vitae 5

1. Proposed Position : Soft Skill Trainer
2. Name of Firm : Universal Education
3. Name of Staff : Chandrashekhar Deshpande
4. Date of Birth: **11.03.1973**      Nationality: **INDIAN**
5. Education
  - Graduation from Karnataka University Dharward
  - MBA Degree obtained from Symbiosis
6. Other Training
  - Done internship program in Voltas
8. Countries of Work Experience: **India**

9. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Kannada	Good	Good	Good
Marathi	Good	Good	Good

10. Employment Record

From 11.03.2011 To Till Date

Employer: **UNIVERSAL EDUCATION**

Positions held: **Head Faculty Administration & Financer**

From 10.01.2008 To 10.03.2011  
Employer: **UNIVERSAL EDUCATION**  
Positions held: Soft Skill Trainer & Content Developer

From 02.07.1998 To 02.01.2008  
Employer: Banking Industry  
Positions held: Investment Banker

<p>11. Detailed Tasks Assigned</p> <ol style="list-style-type: none"> <li>1) Responsible for Internal Faculty Development Training Program</li> <li>2) Responsible for Content Development of Universal Education.</li> <li>3) Handling Soft Skills Sessions</li> <li>4) Handling Remedial Training</li> <li>5) Handling Bills &amp; Invoices</li> </ol>	<p>12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Campus Recruitment Training &amp; Company Oriented Training</b>  Year: 2018  Location: <b>Kolhapur, Maharashtra</b>  Client: <b>JJ Magdum College of Engineering</b>  Main project features: Campus Recruitment Training mainly focusing Verbal, &amp; Company Oriented Training , where the college has seen 25% increment in their placement number as compared to last year  Positions held: Program Coordinator  Activities performed: Handling Aptitude, Assessment Monitoring &amp; Preparing Schedules</p> <p>Name of assignment or project: <b>Assured Placement &amp; Training Module</b>  Year: 2016 &amp; 2017  Location: <b>Bhilai, Chhattisgarh</b>  Client: <b>Universal Education's Center at Bhilai</b>  Main project features: Designing and Imparting Training Modules in a such a way for 12<sup>th</sup> pass, Diploma and Graduation Students so that they can grab a job for their choice.  Positions held: Mentor for the operation  Activities performed: Designing Syllabus, coordinating with students and companies for Placements &amp; Handling Soft Skill Sessions</p> <p>Name of assignment or project: <b>Campus Recruitment Training</b>  Year: 2013  Location: <b>Bangalore, Karnataka</b>  Client: <b>Acharya College of Engineering</b>  Main project features: Campus Recruitment Training mainly focusing Aptitude &amp; Soft skills so as to bring the students to certain standards to be eligible for placement process  Positions held: Program Head  Activities performed: Program Coordination, Handling Soft Skill Sessions, Preparing Schedules and Review Meetings</p>
--	---

--	--

### 13. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Chandrashekar Deshpande)

Avishek Ghosh

### Curriculum Vitae 6

1. Proposed Position : Aptitude & Technical Trainer
2. Name of Firm : Universal Education
3. Name of Staff : Komal Patro
4. Date of Birth: 09.08.1988      Nationality: INDIAN
5. Education
  - B.E (Information Science) Degree obtained from CSVTU, Raipur in 2010
6. Other Training
  - Done internship program as Trainee Software Engineer in TCS, Mumbai
7. Countries of Work Experience: **India**

### 8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Telugu	Good	Good	Good
Chhattisgarhi	Good	-	-
Odiya	Good	-	-

### 9. Employment Record

From 13.04.2013 To Till Date

Employer: **UNIVERSAL EDUCATION**

Positions held: **Regional Manager & Program Coordinator**

From 11.03.2010 To 12.04.2013

Employer: UNIVERSAL EDUCATION  
Positions held: Aptitude Trainer

<p>10. Detailed Tasks Assigned</p> <ol style="list-style-type: none"> <li>1) Preparing Test Papers</li> <li>2) Handling Quant, Verbal, Reasoning &amp; Soft Skills Sessions</li> <li>3) Handling Remedial Training</li> <li>4) Handling Company Oriented Training</li> </ol>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b> Year: 2018 Location: <b>Bilaspur, Chhattisgarh</b> Client: <b>GEC Bilaspur</b> Main project features: Campus Recruitment Training mainly focusing Quant, Reasoning &amp; Puzzles where the college has seen increment in their placement number as compared to last year Positions held: Trainer in Charge Activities performed: Handling Aptitude, Assessment Monitoring &amp; Preparing Schedules</p> <p>Name of assignment or project: <b>Campus Recruitment Training &amp; Company Oriented Training</b> Year: 2018 Location: <b>Kolhapur, Maharashtra</b> Client: <b>DKTE</b> Main project features: Campus Recruitment Training mainly focusing Verbal, &amp; Company Oriented Training , where the college has seen 25% increment in their placement number as compared to last year Positions held: Program Coordinator Activities performed: Handling Aptitude, Assessment Monitoring &amp; Preparing Schedules</p> <p>Name of assignment or project: <b>Campus Recruitment Training&amp; Company Oriented Training</b> Year: 2016 Location: <b>Kolhapur, Maharashtra</b> Client: <b>Dr. JJM College of Engineering</b> Main project features: Campus Recruitment Training mainly focusing Aptitude so as to bring the students to certain standards to be eligible for entry level examinations Positions held: Program Coordinator Activities performed: Program Coordination, Handling Aptitude Sessions, Preparing Schedules and Review Meetings</p> <p>Name of assignment or project: <b>Lead Concept Activity(under Shivaji University)</b> Year: 2015, 2016, 2017 &amp; 2018 Location: <b>Kolhapur, Maharashtra</b> Client: 1) <b>Shiavji University</b> 2) <b>SGI</b> 3) <b>DY Patil</b> 4) <b>TKIT</b> 5) <b>KIT</b> 6) <b>SIT</b> Main project features: It was a two days training for awareness on the importance of Campus Recruitment Modules and discussing important Questions &amp; Patterns. Positions held: Trainer</p>
--	--

	Activities performed: Handling Aptitude Sessions, Program Coordination with Colleges and Monitoring Feedbacks
--	---

## 12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For KomalPatro)

V Nandini Nair

## Curriculum Vitae 7

- Proposed Position : **Aptitude & Soft Skill Trainer**
- Name of Firm : **Universal Education**
- Name of Staff : **Shankar Nair**
- Date of Birth: **09.08.1986**      Nationality: **INDIAN**
- Education
  - B.Com Degree obtained from Shivaji University, Kolhapur (Maharashtra) in 2009
  - M.Com Degree obtained from Cochin University, Cochin (Kerala) in 2011
- Other Training
  - Done internship program as Associate Business Development Executive in Capital Mates
- Countries of Work Experience: **India**
- Languages
 

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Malayalam	Good	Good	Good
Marathi	Good	Good	Good
- Employment Record
 

From 13.04.2013 To Till Date  
Employer: **UNIVERSAL EDUCATION**



Positions held: General Manager(Maharashtra & North Karnataka)

From 21.04.2011 To 12.04.2013

Employer: UNIVERSAL EDUCATION

Positions held: Aptitude Trainer

<p>10. Detailed Tasks Assigned</p> <p>1) Preparing Test Papers</p> <p>2) Handling Quant, Verbal, Reasoning &amp; Soft Skills Sessions</p> <p>3) Handling Remedial Training</p> <p>4) Handling Company Oriented Training</p>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2018, 2019</p> <p>Location: <b>Aurangabad, Maharashtra</b></p> <p>Client: GEC Aurangabad</p> <p>Main project features: Employability Skill Training mainly focusing Quant, Verbal &amp; Company Oriented Training, where the college has seen 30% increment in their placement number as compared to last year</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Handling Aptitude, Assessment Monitoring &amp; Preparing Schedules</p> <p>Name of assignment or project: <b>Campus Recruitment Training &amp; Company Oriented Training</b></p> <p>Year: 2017</p> <p>Location: <b>Aurangabad, Maharashtra</b></p> <p>Client: PESCOE</p> <p>Main project features: Campus Recruitment Training mainly focusing Verbal, &amp; Company Oriented Training, where the college has seen 25% increment in their placement number as compared to last year</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Handling Aptitude, Assessment Monitoring &amp; Preparing Schedules</p> <p>Name of assignment or project: <b>Campus Recruitment Training &amp; Company Oriented Training</b></p> <p>Year: 2016</p> <p>Location: <b>Pusad, Maharashtra</b></p> <p>Client: <b>Babasaheb Naik College of Engineering</b></p> <p>Main project features: Campus Recruitment Training mainly focusing Aptitude so as to bring the students to certain standards to be eligible for entry level examinations</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Program Coordination, Handling Aptitude Sessions, Preparing Schedules and Review Meetings</p>
---	--

**12. Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Shankar Nair)

V Nandini Nair

### Curriculum Vitae 8

1. Proposed Position :Soft Skill Trainer
2. Name of Firm :Universal Education
3. Name of Staff :Jerry Thomas
4. Date of Birth: 06.02.1962 Nationality: INDIAN
5. Education
  - M.Sc(Statistics) Degree obtained from Bangalore University, Bangalore in 1984
  - MBA Degree obtained from Bangalore University, Bangalore in 1986
  - LLB Degree obtained from Bangalore University, Bangalore in 1987
6. Membership of Professional Associations: **Member to Indian Institute of Bankers (CAIIB)**
7. Other Training
  - Done internship program as Trainee in IDF Mysore
8. Countries of Work Experience: **India**

9. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Malayalam	Good	Good	Good
Kannada	Good	Good	Good
Tamil	Good	-	-
Telugu	Good	-	-

Gujarati	Good	-	-
----------	------	---	---

10. Employment Record

From 2008 To Till Date

Employer: Universal Education

Positions held: Trainer & Head Business Development

From 1996 To 2006

Employer: IDBI Bank

Positions held: Manager

From 1995 To 1996

Employer: SIAM Commercial Bank, Mumbai

Positions held: Manager

From 11.04.1984 To 10.06.1995

Employer: Syndicate Bank

Positions held: Manager

<p>11. Detailed Tasks Assigned</p> <p>1) Development of Business in Schools and Colleges</p> <p>2) Handling Verbal, Reasoning &amp; Soft Skills Sessions</p> <p>3) Handling Remedial Training</p> <p>4) Handling Company Oriented Training</p>	<p>12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Campus Recruitment Training &amp; Company Oriented Training</b></p> <p>Year: 2017, 2018, 2019</p> <p>Location: <b>Bangalore, Karnataka</b></p> <p>Client: <b>RNSIT</b></p> <p>Main project features: Campus Recruitment Training mainly focusing on 1<sup>st</sup> entry level examination &amp; Company Oriented Training, where the college has seen 30% increment in their placement number as compared to last year</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Handling Soft Skill, Assessment Monitoring &amp; Company Oriented Training</p> <p>Name of assignment or project: <b>Soft Skill Training</b></p> <p>Year: 2015 &amp; 2016</p> <p>Location: <b>Tumkur, Karnataka</b></p> <p>Client: <b>SIT (Autonomous)</b></p> <p>Main project features: To upgrade the students with the Soft Skills like Group Discussion, Resume Writing, Time Management, Team Building Activities and Communications</p> <p>Positions held: Trainer</p> <p>Activities performed: Program Coordination, Handling Aptitude Sessions, Preparing Schedules and Review Meetings</p>
--	--

### 13. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Jerry Thomas)

AvishekGhosh

### Curriculum Vitae 9

1. Proposed Position : **Soft Skill Trainer**
2. Name of Firm : **Universal Education**
3. Name of Staff : **Sangeeta Ghosh**
4. Date of Birth: **16.07.1969**      Nationality: **INDIAN**
5. Education
  - B.A Degree obtained from Nagpur University, Nagpur in 1990
  - MSW Degree obtained from Nagpur University, Nagpur in 1992
  - LLB Degree obtained from Nagpur University, Nagpur in 2002
  - M Phil Degree obtained from Nagpur University, Nagpur in 2007
6. Membership of Professional Associations: **Executive Member to 'SRIJINI', and 'VAMA' , NGOs which works Pan India to develop education among poor children, Women and undertakes Hygiene projects**
7. Other Training
  - Done Training program at National Institute of Personal Management (NIPM)
8. Countries of Work Experience: **India**
9. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Marathi	Good	-	-
Bangla	Good	Good	Good

10. Employment Record

From 2008 To Till Date

Employer: Universal Education

Positions held: Vidharba & Chhattisgarh Regional Head

From 1997 To 2008

Employer: Rajiv Gandhi College of Social Work, Gondia

Positions held: Professor & Register

From 11.04.1992 To 10.06.1994

Employer: L&T (Awarpur Cement Plant)

Positions held: Trainee

<p>11. Detailed Tasks Assigned</p> <ol style="list-style-type: none"> <li>1) Development of Business in Schools and Colleges</li> <li>2) Review Meetings and customizing Syllabus for Client Colleges</li> <li>3) Handling Remedial Training</li> <li>4) Handling Company Oriented Training</li> <li>5) Handling Soft Skill Training, Verbal, Reasoning &amp; Entrepreneurship skills</li> </ol>	<p>12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2018  Location: <b>Behrampur, Odisha</b>  Client: <b>PMCE</b>  Main project features: Employability Skill Training mainly focusing on Finishing Schools like G.D, Mock PI, Presentation Skills &amp; Writing Skills  Positions held: Trainer  Activities performed: Handling Soft Skills, Developing Industry Interactions &amp; Customizing syllabus as per their need</p> <p>Name of assignment or project: <b>Campus Recruitment Training</b>  Year: 2017  Location: <b>Dhule, Maharashtra</b>  Client: <b>SSVPS</b>  Main project features: Campus Recruitment Training mainly focusing on 1<sup>st</sup> entry level examination like Quant, Verbal, Reasoning &amp; Writing Skills  Positions held: Program Coordinator  Activities performed: Handling Soft Skills, Developing Industry Interactions &amp; Customizing syllabus as per their need</p> <p>Name of assignment or project: <b>Company Oriented Training &amp; Soft Skill Training</b>  Year: 2013  Location: <b>Raipur, Chhattisgarh</b>  Client: <b>Columbia Institute of Engineering &amp; Technology</b>  Main project features: To upgrade the students with the Soft Skills like Group Discussion, Resume Writing, Time Management, Team Building Activities and Communications and to ensure the increase in the placements by providing them with Company Oriented Training</p>
--	--

	Positions held: Program Coordinator Activities performed: Program Coordination, Handling Company Oriented Training, Preparing Schedules and Review Meetings
--	--

### 13. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Sangeeta Ghosh)

V Nandini Nair

### Curriculum Vitae 10

- Proposed Position : Soft Skill & Technical Trainer
- Name of Firm : Universal Education
- Name of Staff : K.K Gururaj
- Date of Birth: **20.05.1975**      Nationality: INDIAN
- Education
  - B.E Degree obtained from BIET, Davengre in 1996
  - M.E Degree obtained from Jadhavpur University, Nagpur in 1999
- Other Training
  - Done Faculty Development Training Program conducted by Universal Education
- Countries of Work Experience: **India**
- Languages
 

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Telgu	Good	-	-
Kannada	Good	Good	Good
- Employment Record

From 2008 To Till Date  
Employer: Universal Education  
Positions held: Karnataka & Andhra Regional Head

From 01.07.1999 To 10.06.2008  
Employer: RYMEC Bellary  
Positions held: Assistant Professor

<b>11. Detailed Tasks Assigned</b>  1) Preparing Day wise Schedule for the client colleges 2) Attending Review Meeting 3) Handling Quant, Verbal, Reasoning & Soft Skills Sessions 4) Allocating Faculties to the Client Colleges as per the Module requirement 5) Designing Assessments 6) Handling Remedial Training	<b>12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</b>  Name of assignment or project: <b>Campus Recruitment Training &amp; Soft Skill Training</b> Year: 2017, 2018 & 2019 Location: <b>Vizag, A.P</b> Client: <b>Vignan Institute of Information &amp; Technology</b> Main project features: To upgrade the students with the Aptitude & Soft Skills like Group Discussion, Resume Writing, Time Management, Team Building Activities and Communications and to ensure the increase in the placements by providing them with Company Oriented Training Positions held: Program Coordinator Activities performed: Program Coordination, Handling Company Oriented Training, Preparing Schedules and Review Meetings  Name of assignment or project: <b>Campus Recruitment Training</b> Year: 2017 Location: <b>Dhule, Maharashtra</b> Client: <b>SSVPS</b> Main project features: Campus Recruitment Training mainly focusing on 1 <sup>st</sup> entry level examination like Quant, Verbal, Reasoning & Writing Skills Positions held: Program Coordinator Activities performed: Handling Soft Skills, Developing Industry Interactions Customizing syllabus as per their need
---	--

### 13. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For K.K Gururaj)

Avishek Ghosh

### Curriculum Vitae 11

1. Proposed Position : Verbal & Soft Skill Trainer
2. Name of Firm : Universal Education
3. Name of Staff : Niranjan Warhekar
4. Date of Birth: **06.07.1990**      Nationality: **INDIAN**
5. Education
  - B.E (Mechanical Engineering) Degree obtained from Amravati University, Amravati in 2013
6. Other Training
  - Done Internship program in Universal Education as a Associate Business Development Manager & Associate Trainee
7. Countries of Work Experience: **India**
8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Marathi	Good	Good	Good
9. Employment Record
  - From 2013 To Till Date
  - Employer: Universal Education



Positions held: Regional Head

<p>10. Detailed Tasks Assigned</p> <p>1) Development of Business in Schools and Colleges</p> <p>2) Review Meetings and customizing Syllabus for Client Colleges</p> <p>3) Allocating Faculties to the Client Colleges as per the Module requirement</p> <p>4) Designing Assessments</p>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2018-19  Location: <b>Kota ,Rajasthan</b>  Client: RTU Kota  Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations  Positions held: Program Coordinator  Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2018-19  Location: <b>Bikaner ,Rajasthan</b>  Client: GEC Bikaner  Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations  Positions held: Program Coordinator  Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2018-19  Location: <b>Jagdalpur ,Chhattisgarh</b>  Client: GEC Jagdalpur  Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations  Positions held: Program Coordinator  Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2018-19  Location: <b>Imphal ,Manipur</b>  Client: NIT Manipur  Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations  Positions held: Program Coordinator  Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Campus Recruitment Training</b>  Year: 2017  Location: <b>Gulbarga ,Karnataka</b>  Client: PDA (Autonomous)  Main project features: Campus Recruitment Training done in</p>
---	---

	Regular Format preparing students for any entry level Examinations Positions held: Program Coordinator Activities performed: Handling Verbal, Soft Skills & Developing syllabus as per their need
--	---

## 12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For NiranjanWarekar)

V Nandini Nair

## Curriculum Vitae 12

- Proposed Position : **English & Soft Skill Trainer**
- Name of Firm : **Universal Education**
- Name of Staff : **Manjusha Londhe**
- Date of Birth: **15.11.1968**      Nationality: **INDIAN**
- Education
  - MBA Degree obtained from Pune University in 1993
- Other Training
  - Done Internship program in Universal Education as a Associate Business Development Manager & Associate Trainee
- Countries of Work Experience: **India**
- Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Marathi	Good	Good	Good
- Employment Record

From 2013 To Till Date  
Employer: Universal Education  
Positions held: Regional Head

<p>10. Detailed Tasks Assigned</p> <ol style="list-style-type: none"> <li>1) Handling Quant, Verbal, Reasoning &amp; Soft Skills Sessions</li> <li>2) Allocating Faculties to the Client Colleges as per the Module requirement</li> <li>3) Responding to Feedback of the students</li> <li>4) Handling Remedial Training</li> <li>5) Preparing English Question Paper</li> </ol>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Campus Recruitment Training &amp; Soft Skill Training</b>  Year: 2017, 2018 &amp; 2019  Location: <b>Vizag, A.P</b>  Client: <b>Vignan Institute of Information &amp; Technology</b>  Main project features: To upgrade the students with the Aptitude &amp; Soft Skills like Group Discussion, Resume Writing, Time Management, Team Building Activities and Communications and to ensure the increase in the placements by providing them with Company Oriented Training  Positions held: Program Coordinator  Activities performed: Program Coordination, Handling Company Oriented Training, Preparing Schedules and Review Meetings</p> <p>Name of assignment or project: <b>Campus Recruitment Training</b>  Year: 2017  Location: <b>Gulbarga ,Karnataka</b>  Client: PDA (Autonomous)  Main project features: Campus Recruitment Training done in Regular Format preparing students for any entry level Examinations  Positions held: Program Coordinator  Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Soft Skill Training</b>  Year: 2015  Location: <b>Gondia, Maharashtra</b>  Client: <b>ManoharBhai Institute of Engineering &amp; Technology</b>  Main project features: To upgrade the students with the Soft Skills like Group Discussion, Resume Writing, Time Management, Team Building Activities and Communications  Positions held: Program Coordinator  Activities performed: Program Coordination and Review Meetings</p>
---	--

**12. Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Manjusha Londhe)

V Nandini Nair

### Curriculum Vitae 13

1. Proposed Position : Aptitude Trainer
2. Name of Firm : Universal Education
3. Name of Staff : Satish Chandra Singh
4. Date of Birth: **14.01.1989**      Nationality: **INDIAN**
5. Education
  - B.Sc (Maths) Degree obtained from Mithla University, Darbhanga in 2010
  - M.Sc (Maths) Degree obtained from Mithla University, Darbhanga in 2010
6. Other Training
  - Done Internship program in Universal Education as a Associate Trainee
7. Countries of Work Experience: **India**

8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Bhojpuri & Maithli	Good	Good	Good

9. Employment Record
  - From 2012 To Till Date
  - Employer: Universal Education

Positions held: Trainer & Coordinator

<p>10. Detailed Tasks Assigned</p> <ol style="list-style-type: none"> <li>1) Handling Quant, Puzzles, Reasoning &amp; Soft Skills Sessions</li> <li>2) Selecting &amp; Train New Aptitude Faculties</li> <li>3) Responding to Feedback of the students</li> <li>4) Handling Remedial Training</li> <li>5) Preparing English Question Paper</li> </ol>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2018-19  Location: <b>Kota ,Rajasthan</b>  Client: RTU Kota  Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations  Positions held: Program Coordinator  Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2018-19  Location: <b>Bikaner ,Rajasthan</b>  Client: GEC Bikaner  Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations  Positions held: Program Coordinator  Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2018-19  Location: <b>Sundernagar ,H.P</b>  Client: JNCE Sundernagar  Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations  Positions held: Program Coordinator  Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Campus Recruitment Training &amp;Soft Skill Training</b>  Year: 2017, 2018 &amp; 2019  Location: <b>Vizag, A.P</b>  Client: <b>Vignan Institute of Information &amp; Technology</b>  Main project features: To upgrade the students with the Aptitude &amp; Soft Skills like Group Discussion, Resume Writing, Time Management, Team Building Activities and Communications and to ensure the increase in the placements by providing them with Company Oriented Training  Positions held: Program Coordinator  Activities performed: Program Coordination, Handling Company Oriented Training, Preparing Schedules and Review Meetings</p>
---	--

12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Satish Chandra Singh)

V Nandini Nair

### Curriculum Vitae 14

1. Proposed Position : English & Soft Skill Trainer
2. Name of Firm : Universal Education
3. Name of Staff : Sandeep Sarkar
4. Date of Birth: **26.02.1982**      Nationality: **INDIAN**
5. Education
  - B.A (English) Degree obtained from Annamalai University, in 2009
  - M.A (English) Degree obtained from Annamalai University in 2012
6. Countries of Work Experience: **India**
7. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Marathi	Good	Good	Good
8. Employment Record
  - From 2015 To Till Date
  - Employer: Universal Education
  - Positions held: Regional Head

<p>9. Detailed Tasks Assigned</p> <p>1) Handling Quant, Verbal, Reasoning &amp; Soft Skills Sessions</p> <p>2) Developing Content for Training</p> <p>3) Responding to Feedback of the students</p> <p>4) Handling Remedial Training</p> <p>5) Preparing English Question Paper</p>	<p>10. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2018-19</p> <p>Location: <b>Behrampur ,Odisha</b></p> <p>Client: PMCE, Berhampur</p> <p>Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Campus Recruitment Training</b></p> <p>Year: 2017</p> <p>Location: <b>Bijapur ,Karnataka</b></p> <p>Client: BLDEA, Bijapur</p> <p>Main project features: Campus Recruitment Training done in Regular Format preparing students for any entry level Examinations</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Soft Skill Training</b></p> <p>Year: 2015</p> <p>Location: <b>Gondia, Maharashtra</b></p> <p>Client: <b>ManoharBhai Institute of Engineering &amp; Technology</b></p> <p>Main project features: To upgrade the students with the Soft Skills like Group Discussion, Resume Writing, Time Management, Team Building Activities and Communications</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Program Coordination and Review Meetings</p>
---	--

**11. Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Sandeep Sarkar)

Avishek Ghosh

## Curriculum Vitae 15

1. Proposed Position : Verbal Soft Skill Trainer
2. Name of Firm : Universal Education
3. Name of Staff : Sourabh Chakraborty
4. Date of Birth: **10.02.1990**      Nationality: **INDIAN**
5. Education
  - BBA in 2014
  - MBA IN 2016
6. Other Training
  - Done Internship program in Department of Information and Public Relation
7. Countries of Work Experience: **India**
8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Bangla	Good	Good	Good
Odiya	Good	Good	Good
9. Employment Record  
From 2015 To Till Date



Employer: Universal Education  
Positions held: Regional Head

<p>10. Detailed Tasks Assigned</p> <p>1) Handling Quant, Verbal, Reasoning &amp; Soft Skills Sessions</p> <p>2) Designing Assessments</p> <p>3) Responding to Feedback of the students</p> <p>4) Handling Remedial Training</p> <p>5) Preparing English Question Paper</p>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2018-19</p> <p>Location: <b>Kota, Rajasthan</b></p> <p>Client: RTU Kota</p> <p>Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Campus Recruitment Training</b></p> <p>Year: 2018</p> <p>Location: <b>Bellary ,Karnataka</b></p> <p>Client: RYMEC, Bellary</p> <p>Main project features: Campus Recruitment Training done in Regular Format preparing students for any entry level Examinations</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p>
--	---

**12. Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Sourabh Chakraborty)

Avishek Ghosh

## Curriculum Vitae 16

1. Proposed Position :Soft Skill Trainer
2. Name of Firm :Universal Education
3. Name of Staff :Aishwarya
4. Date of Birth: **10.07.1993**      Nationality: **INDIAN**
5. Education
  - Graduation obtained from Utkal University in 2014
6. Other Training
  - Done Internship program at DD Odiya
7. Countries of Work Experience: **India**

8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Odiya	Good	Good	Good

9. Employment Record

From 2015 To Till Date  
Employer: Universal Education  
Positions held: Trainer

<p>10. Detailed Tasks Assigned</p> <p>1) Development of Business in Schools and Colleges</p> <p>2) Handling Quant, Reasoning &amp; Soft Skill Sessions</p> <p>3) Conducting Personality Development Sessions like Body Language, Presentation Skills, Negotiation Skills &amp; Formal Dressings</p>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2018-19  Location: <b>Sarang, Odisha</b>  Client: IGIT Sarang  Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations  Positions held: Program Coordinator  Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Campus Recruitment Training</b>  Year: 2018  Location: <b>Bangalore, Karnataka</b>  Client: RVCE (Autonomous)  Main project features: Campus Recruitment Training mainly focusing Aptitude so as to bring the students to certain standards to qualify the entry level examinations  Positions held: Program Trainer  Activities performed: Handling Quant, Soft Skills &amp; Conducting Remedial Sessions to upgrade the students</p> <p>Name of assignment or project: <b>Soft Skill Training</b>  Year: 2017  Location: <b>Tumkur, Karnataka</b>  Client: <b>SIT (Autonomous)</b>  Main project features: To upgrade the students with the Soft Skills like Group Discussion, Resume Writing, Time Management, Team Building Activities and Communications  Positions held: Program Coordinator  Activities performed: Program Coordination and Review Meetings</p>
---	--

## 12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Aishwarya)

V Nandini Nair

## Curriculum Vitae 17

1. Proposed Position :Aptitude Trainer
2. Name of Firm :Universal Education
3. Name of Staff :Mujhahid
4. Date of Birth: **03.03.1994**      Nationality: **INDIAN**
5. Education
  - B.E from Shivaji University in 2017
6. Other Training
  - Done Internship program Davi Engineering in 2016 for almost 1 Year as a instructor
7. Countries of Work Experience: **India**

8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Marathi	Good	Good	Good
Urdu	Good	Good	Good

9. Employment Record  
 From 2017 To Till Date  
 Employer: Universal Education  
 Positions held: Trainer

<p>10. Detailed Tasks Assigned</p> <ol style="list-style-type: none"> <li>1) Handling Quant, Verbal, Reasoning &amp; Soft Skills Sessions</li> <li>2) Designing Assessments</li> <li>3) Responding to Feedback of the students</li> <li>4) Handling Remedial Training</li> <li>5) Preparing Quant Question Paper</li> </ol>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b>        Year: 2018-19        Location: <b>Kota ,Rajasthan</b>        Client: RTU Kota        Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations        Positions held: Program Coordinator        Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Employability Skill Training</b>        Year: 2018-19        Location: <b>Bikaner ,Rajasthan</b>        Client: GEC Bikaner        Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations        Positions held: Program Coordinator        Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Employability Skill Training</b>        Year: 2018-19        Location: <b>Jagdalpur ,Chhattisgarh</b>        Client: GEC Jagdalpur        Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations        Positions held: Program Coordinator        Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Campus Recruitment Training</b>        Year: 2017        Location: <b>Kolhapur, Maharashtra</b>        Client: JJMCOE, Kolhapur        Main project features: Campus Recruitment Training done in Regular Format preparing students for any entry level Examinations        Positions held: Program Coordinator        Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p>
---	--

**12. Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Mujahid)

V Nandini Nair

### Curriculum Vitae 18

1. Proposed Position :Aptitude Trainer
2. Name of Firm :Universal Education
3. Name of Staff :Ankita
4. Date of Birth: 15.10.1993      Nationality: INDIAN
5. Education
  - B.Tech Degree obtained from Maulana Abdul Kalam Azad University in 2016
6. Other Training
  - Had been Trained for School Teacher
7. Countries of Work Experience: **India**

8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Bhojpuri	Good	Good	Good
Maithli	Good	Good	Good

9. Employment Record  
From 2016 To Till Date

Employer: Universal Education  
Positions held: Trainer

<b>10. Detailed Tasks Assigned</b> 1) Handling Quant, Verbal, Reasoning & Soft Skills Sessions 2) Responding to Feedback of the students 3) Handling Remedial Training 4) Preparing Quant Question Paper	<b>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</b>  Name of assignment or project: <b>Employability Skill Training</b> Year: 2018-19 Location: <b>Kalahandi ,Odisha</b> Client: GEC Kalahandi Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations Positions held: Program Coordinator Activities performed: Handling Verbal, Soft Skills & Developing syllabus as per their need  Name of assignment or project: <b>Employability Skill Training</b> Year: 2018-19 Location: <b>Behrampur ,Odisha</b> Client: PMCE, Berhampur Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations Positions held: Program Coordinator Activities performed: Handling Verbal, Soft Skills & Developing syllabus as per their need
--	--

## **12. Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Ankita)

V Nandini Nair

## Curriculum Vitae 19

1. Proposed Position :Aptitude Trainer
2. Name of Firm :Universal Education
3. Name of Staff :Pallavi
4. Date of Birth: **29.05.1994**      Nationality: **INDIAN**
5. Education
  - B.E Degree obtained from Nagpur University in 2016
6. Other Training
  - Done Internship program as a Associate Trainer in the year 2015 almost for 3 month with Universal Education
7. Countries of Work Experience: **India**
8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Marathi	Good	Good	Good
Bangla	Good		
9. Employment Record



From 2015 To Till Date  
Employer: Universal Education  
Positions held: Manager & Trainer

<p>10. Detailed Tasks Assigned</p> <ol style="list-style-type: none"> <li>1) Development of Business in Schools and Colleges</li> <li>2) Handling FDP for Universal Education</li> <li>3) Designing Assessments</li> <li>4) Responding to Feedback of the students</li> <li>5) Handling Remedial Training</li> <li>6) Preparing Quant Question Paper</li> </ol>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Campus Recruitment Training &amp; Company Oriented Training</b>  Year: 2019  Location: <b>Kolhapur, Maharashtra</b>  Client: <b>DKTE</b>  Main project features: Campus Recruitment Training mainly focusing Verbal, &amp; Company Oriented Training , where the college has seen 25% increment in their placement number as compared to last year  Positions held: Program Coordinator  Activities performed: Handling Aptitude, Assessment Monitoring &amp; Preparing Schedules</p> <p>Name of assignment or project: <b>Campus Recruitment Training&amp; Company Oriented Training</b>  Year: 2018  Location: <b>Kolhapur, Maharashtra</b>  Client: <b>Dr. JJM College of Engineering</b>  Main project features: Campus Recruitment Training mainly focusing Aptitude so as to bring the students to certain standards to be eligible for entry level examinations  Positions held: Program Coordinator  Activities performed: Program Coordination, Handling Aptitude Sessions, Preparing Schedules and Review Meetings</p> <p>Name of assignment or project: <b>Lead Concept Activity(under Shivaji University)</b>  Year: 2015, 2016, 2017 &amp; 2018  Location: <b>Kolhapur, Maharashtra</b>  Client: 1) <b>Shiavji University</b> 2) <b>SGI</b> 3) <b>DY Patil</b> 4) <b>TKIT</b> 5) <b>KIT</b> 6) <b>SIT</b>  Main project features: It was a two days training for awareness on the importance of Campus Recruitment Modules and discussing important Questions &amp; Patterns.  Positions held: Trainer  Activities performed: Handling Aptitude Sessions, Program Coordination with Colleges and Monitoring Feedbacks</p> <p>Name of assignment or project: <b>Campus Recruitment Training</b>  Year: 2017  Location: <b>Bangalore,Karnataka</b>  Client: <b>RVCE (Autonomous)</b>  Main project features: Campus Recruitment Training mainly focusing Aptitude so as to bring the students to certain standards to qualify the entry level examinations</p>
---	---

	Positions held: Program Trainer Activities performed: Handling Quant, Soft Skills & Conducting Remedial Sessions to upgrade the students
--	---

## 12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Pallavi)

V Nandini Nair

## Curriculum Vitae 20

1. Proposed Position : Aptitude Trainer
2. Name of Firm : Universal Education
3. Name of Staff : Aman Singh
4. Date of Birth: **11.10.1992** Nationality: **INDIAN**
5. Education
  - B.Sc(Maths) Degree obtained from University of Calcutta, Kolkata in 2013
  - M.Sc(Maths) Degree obtained from University of Calcutta, Kolkata in 2015
6. Other Training
  - Done Internship program Associate Teacher for an NGO, 'UDAAN - Progress' for almost 1 Year
7. Countries of Work Experience: **India**

## 8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Bhojpuri	Good	Good	Good
Bangla	Good	Good	Good

9. Employment Record

From 2015 To Till Date

Employer: Universal Education

Positions held: Program Coordinator Trainer

<p>10. Detailed Tasks Assigned</p> <p>1) Development of Business in Schools and Colleges</p> <p>2) Handling Quant, Reasoning &amp; Soft Skill Sessions</p> <p>3) Conducting Remedial Training Sessions</p>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2018-19</p> <p>Location: <b>Jagdalpur ,Chhattisgarh</b></p> <p>Client: GEC Jagdalpur</p> <p>Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Handling Verbal, Quant, Reasoning</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2018-19</p> <p>Location: <b>Bilaspur ,Chhattisgarh</b></p> <p>Client: GEC Bilaspur</p> <p>Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Handling Quant, Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2018-19</p> <p>Location: <b>Nalanda ,Bihar</b></p> <p>Client: Nalanda College of Engineering, Nalanda</p> <p>Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Handling Quant Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Campus Recruitment Training</b></p> <p>Year: 2017, 2018</p> <p>Location: <b>Bangalore,Karnataka</b></p> <p>Client: RVCE (Autonomous)</p> <p>Main project features: Campus Recruitment Training mainly focusing Aptitude so as to bring the students to certain standards to qualify the entry level examinations</p> <p>Positions held: Program Trainer</p> <p>Activities performed: Handling Quant, Soft Skills &amp; Conducting Remedial Sessions to upgrade the students</p> <p>Name of assignment or project: <b>Soft Skill Training</b></p> <p>Year: 2016, 2018</p> <p>Location: <b>Tumkur, Karnataka</b></p> <p>Client: <b>SIT (Autonomous)</b></p>
--	---

	Main project features: To upgrade the students with the Soft Skills like Group Discussion, Resume Writing, Time Management, Team Building Activities and Communications Positions held: Program Coordinator Activities performed: Program Coordination and Review Meetings
--	--

## 12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Aman Singh)

V Nandini Nair

## Curriculum Vitae 21

- Proposed Position : Aptitude Trainer
- Name of Firm : Universal Education
- Name of Staff : Amit Kalaskar
- Date of Birth: 09.01.1994      Nationality: INDIAN
- Education
  - Post Graduate in Mass Communication from Amravati University in 2015
- Other Training
  - Done Internship program as Associate Trainer in VETA
- Countries of Work Experience: **India**
- Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Marathi	Good	Good	Good
- Employment Record

From 2015 To Till Date  
Employer: Universal Education

Positions held: Trainer

<p>10. Detailed Tasks Assigned</p> <p>1) Development of Business in Schools and Colleges</p> <p>2) Handling Quant, Reasoning &amp; Soft Skill Sessions</p> <p>3) Conducting Remedial Training Sessions</p>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2018-19</p> <p>Location: <b>Sarang ,Odisha</b></p> <p>Client: <b>IGIT Sarang</b></p> <p>Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2018-19</p> <p>Location: <b>Kalahandi ,Odisha</b></p> <p>Client: <b>GEC Kalahandi</b></p> <p>Main project features: Employability Skill Training done in Regular Format preparing students for any entry level Examinations</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Handling Verbal, Soft Skills &amp; Developing syllabus as per their need</p> <p>Name of assignment or project: <b>Company Oriented Training &amp; Soft Skill Training</b></p> <p>Year: 2017</p> <p>Location: <b>Nagpur ,Maharashtra</b></p> <p>Client: <b>PICE, Nagpur</b></p> <p>Main project features: Company Oriented Training done to crack any entry level Examinations</p> <p>Positions held: Trainer</p> <p>Activities performed: Handling Reasoning, Soft Skills &amp; Mock Interviews</p>
--	--

## 12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Amit Kalaskar)

V Nandini Nair

## Curriculum Vitae 22

1. Proposed Position : Aptitude Trainer
2. Name of Firm : Universal Education
3. Name of Staff : Bhupesh Chandrakar
4. Date of Birth: 15.06.1995      Nationality: INDIAN
5. Education
  - BE Degree obtained from CSVTU in 2017
6. Countries of Work Experience: **India**

7. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Chhatisgarhi	Good	Good	Good
Marathi	Good	Good	Good

8. Employment Record
  - From 2017 To Till Date
  - Employer: Universal Education
  - Positions held: Trainer

<p>9. Detailed Tasks Assigned</p> <p>1) Coordinating Training Programs</p> <p>2) Handling Quant, Reasoning &amp; Soft Skill Sessions</p> <p>3) Conducting Remedial Training Sessions</p> <p>4) Handling Students Queries &amp; Feedback</p>	<p>10. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2019</p> <p>Location: <b>Jaunpur, U.P</b></p> <p>Client: VBS Purvanchal University</p> <p>Main project features: Employability Skill Training mainly focusing Aptitude &amp; Soft Skills as 1<sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Handling Quant, Reasoning, &amp; even Remedial Training to upgrade the students</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2018, 2019</p> <p>Location: <b>Sundernagar, H.P</b></p> <p>Client: JNGEC, Sundernagar</p> <p>Main project features: Employability Skill Training mainly focusing Aptitude &amp; Soft Skills as 1<sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations</p> <p>Positions held: Program Trainer</p> <p>Activities performed: Handling Quant, Reasoning &amp; Puzzles</p> <p>Name of assignment or project: <b>Aptitude Training</b></p> <p>Year: 2017</p> <p>Location: <b>Basavakalyan, Karnataka</b></p> <p>Client: BEC, Basavakalyan</p> <p>Main project features: Aptitude Training mainly upgrading Aptitude Skills so as to bring the students to certain standards to qualify the entry level examinations</p> <p>Positions held: Program Trainer</p> <p>Activities performed: Handling Verbal, Soft Skills &amp; Conducting Remedial Sessions to upgrade the students</p>
---	---

#### 11. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Bhupesh Chandrakar)

Avishek Ghosh

### Curriculum Vitae 23

1. Proposed Position :Soft Skill Trainer
2. Name of Firm :Universal Education
3. Name of Staff :Ajinkya Aney
4. Date of Birth: **08.12.1994**      Nationality: **INDIAN**
5. Education
  - BBA Degree obtained from Nagpur University in 2016
  - MBA Degree Perusing (Final Year)
6. Other Training
  - Done Internship program as a Trainer in EDU Comp India
7. Countries of Work Experience: **India**
8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Marathi	Good	Good	Good
9. Employment Record  
From 2016 To Till Date



Employer: Universal Education  
Positions held: Trainer

<p>10. Detailed Tasks Assigned</p> <p>1) Coordinating Training Programs</p> <p>2) Handling Quant, Reasoning &amp; Soft Skill Sessions</p> <p>3) Conducting Remedial Training Sessions</p> <p>4) Handling Students Queries &amp; Feedback</p>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2019</p> <p>Location: <b>Kota, Rajasthan</b></p> <p>Client: RTU, Kota</p> <p>Main project features: Employability Skill Training mainly focusing Aptitude &amp; Soft Skills as 1<sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Handling Soft Skill like personality development, Intrapersonal Skills etc.</p> <p>Name of assignment or project: <b>Soft Skill Training</b></p> <p>Year: 2018</p> <p>Location: <b>Basavakalyan, Karnataka</b></p> <p>Client: BEC, Basavakalyan</p> <p>Main project features: Soft Skill Training mainly upgrading Soft Skills so as to bring the students to certain standards to qualify the entry level examinations</p> <p>Positions held: Program Trainer</p> <p>Activities performed: Handling Verbal, Soft Skills &amp; Conducting Remedial Sessions to upgrade the students</p> <p>Name of assignment or project: <b>Soft Skill Training</b></p> <p>Year: 2017</p> <p>Location: <b>Tumkur, Karnataka</b></p> <p>Client: <b>SIT (Autonomous)</b></p> <p>Main project features: To upgrade the students with the Soft Skills like Group Discussion, Resume Writing, Time Management, Team Building Activities and Communications</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Program Coordination and Review Meetings</p>
--	--

## 12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Ajinkey Aney)

### Curriculum Vitae 24

1. Proposed Position : Aptitude Trainer
2. Name of Firm : Universal Education
3. Name of Staff : Bhupendra
4. Date of Birth: **21.10.1993**      Nationality: **INDIAN**
5. Education
  - B.Tech Degree obtained NIT Raipur, 2017
6. Other Training
  - Done Internship program as Associate Trainer in Universal Education
7. Countries of Work Experience: **India**
8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Chhattisgarhi	Good	Good	Good
9. Employment Record
  - From 2017 To Till Date
  - Employer: Universal Education

Positions held: Trainer

<p>10. Detailed Tasks Assigned</p> <p>1) Handling Company Oriented Question Papers</p> <p>2) Handling Quant, Reasoning &amp; Soft Skill Sessions</p> <p>3) Counselling Students</p>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2019</p> <p>Location: <b>Chapra, Bihar</b></p> <p>Client: <b>LNJPIT, Chapra</b></p> <p>Main project features: Employability Skill Training mainly focusing Aptitude &amp; Soft Skills as 1<sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations</p> <p>Positions held: Trainer</p> <p>Activities performed: Handling Quant, Reasoning &amp; Technical Skills etc.</p> <p>Name of assignment or project: <b>Soft Skill Training</b></p> <p>Year: 2016</p> <p>Location: <b>Bijapur, Karnataka</b></p> <p>Client: <b>BLDE Bijapur</b></p> <p>Main project features: To upgrade the students with the Soft Skills like Group Discussion, Resume Writing, Time Management, Team Building Activities and Communications</p> <p>Positions held: Program Coordinator</p> <p>Activities performed: Program Coordination and Review Meetings</p>
---	--

## 12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Bhupendra)

V Nandini Nair

## Curriculum Vitae 25

1. Proposed Position :Technical & Soft Skill Trainer
2. Name of Firm :Universal Education
3. Name of Staff :Nitin Upadhaya
4. Date of Birth: **24.07.1995**      Nationality: **INDIAN**
5. Education
  - B.Tech Degree obtained from CSVTU Chhattisgarh in 2017
6. Other Training
  - Done Internship program in Just Dial
7. Countries of Work Experience: **India**

8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Bhojpuri	Good	Good	Good

9. Employment Record
  - From 2017 To Till Date
  - Employer: Universal Education

Positions held: Trainer

<p>10. Detailed Tasks Assigned</p> <p>1) Development of Business in Schools and Colleges</p> <p>2) Handling Quant, Reasoning &amp; Soft Skill Sessions</p> <p>3) Conducting Technical Training Sessions</p> <p>4) Conducting Interviews</p>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2019</p> <p>Location: <b>Banaswada, Rajasthan</b></p> <p>Client: GEC, Banaswada</p> <p>Main project features: Employability Skill Training mainly focusing Aptitude &amp; Soft Skills as 1<sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations</p> <p>Positions held: Program Coordinator &amp; Trainer</p> <p>Activities performed: Handling Verbal, Soft Skill &amp; Technical Skills etc.</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2019</p> <p>Location: <b>Jodhpur, Rajasthan</b></p> <p>Client: MBM Jodhpur</p> <p>Main project features: Employability Skill Training mainly focusing Aptitude &amp; Soft Skills as 1<sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations</p> <p>Positions held: Program Coordinator &amp; Trainer</p> <p>Activities performed: Handling Verbal, Soft Skill &amp; Technical Skills etc.</p> <p>Name of assignment or project: <b>Employability Skill Training</b></p> <p>Year: 2019</p> <p>Location: <b>Kota, Rajasthan</b></p> <p>Client: RTU Kota</p> <p>Main project features: Employability Skill Training mainly focusing Aptitude &amp; Soft Skills as 1<sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations</p> <p>Positions held: Program Coordinator &amp; Trainer</p> <p>Activities performed: Handling Verbal, Soft Skill &amp; Technical Skills etc.</p>
---	--

## 12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Nitin Upadhaya)

V Nandini Nair

## Curriculum Vitae 26

1. Proposed Position : Aptitude Trainer
2. Name of Firm : Universal Education
3. Name of Staff : Aditi Kokash
4. Date of Birth: 03.03.1995      Nationality: INDIAN
5. Education
  - MBA from Dr. CV Raman University in 2017
6. Other Training
  - Done Internship program for Hospitality Management
7. Countries of Work Experience: **India**
8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Chhattisgarhi	Good	Good	Good
9. Employment Record
  - From 2017 To Till Date
  - Employer: Universal Education

Positions held: Trainer

<b>10. Detailed Tasks Assigned</b> 1) Development of Business in Schools and Colleges 2) Handling Quant, Reasoning & Soft Skill Sessions 3) Conducting Remedial Training Sessions	<b>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</b>  Name of assignment or project: <b>Campus Recruitment Training</b> Year: 2017, 2018, 2019 Location: <b>Bangalore, Karnataka</b> Client: <b>RNSIT</b> Main project features: Campus Recruitment Training mainly focusing Aptitude so as to bring the students to certain standards to qualify the entry level examinations Positions held: Program Trainer Activities performed: Handling Quant, Soft Skills & Conducting Remedial Sessions to upgrade the students  Name of assignment or project: <b>Employability Skill Training</b> Year: 2018 Location: <b>Bilaspur, Chhattisgarh</b> Client: <b>GEC, Bilaspur</b> Main project features: To upgrade the students with the Soft Skills like Group Discussion, Resume Writing, Time Management, Team Building Activities and Communications Positions held: Program Coordinator Activities performed: Program Coordination and Review Meetings
--	--

**12. Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Aditi Kokash)

V Nandini Nair

## Curriculum Vitae 27

1. Proposed Position : Aptitude Trainer
2. Name of Firm : Universal Education
3. Name of Staff : Alka Sahu
4. Date of Birth: **26.02.1995**      Nationality: **INDIAN**
5. Education
  - B.Tech from CSVTU in 2017
6. Other Training
  - Done Faculty Internship program in Mahindra Institute
7. Countries of Work Experience: **India**
8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Chhatisgarhi	Good	Good	Good
9. Employment Record
  - From 2017 To Till Date
  - Employer: Universal Education



Positions held: Trainer

<b>10. Detailed Tasks Assigned</b> 1) Development of Business in Schools and Colleges 2) Handling Quant, Reasoning & Soft Skill Sessions 3) Conducting Remedial Training Sessions	<b>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</b>  Name of assignment or project: <b>Employability Skill Training</b> Year: 2019 Location: <b>Jaunpur, U.P</b> Client: VBS Purvanchal University Main project features: Employability Skill Training mainly focusing Aptitude & Soft Skills as 1 <sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations Positions held: Trainer Activities performed: Handling Quant, Reasoning & Technical Skills etc.  Name of assignment or project: <b>Employability Skill Training</b> Year: 2018 Location: <b>Sundernagar, H.P</b> Client: JNGEC, Sundernagar Main project features: Employability Skill Training mainly focusing Aptitude & Soft Skills as 1 <sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations Positions held: Trainer Activities performed: Handling Quant, Reasoning & Technical Skills etc.
--	---

**12. Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Alka Sahu)

V Nandini Nair

## Curriculum Vitae 28

1. Proposed Position :Aptitude Trainer
2. Name of Firm :Universal Education
3. Name of Staff :Rohit Mittha
4. Date of Birth: **019.12.1993** Nationality: **INDIAN**
5. Education
  - B.Tech Degree obtained from Solapur University, Solapur in 2018
6. Other Training
  - Done Internship program Associate Trainer for Universal Education
7. Countries of Work Experience: **India**

8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Kannad	Good	Good	Good
Telgu	Good	Good	Good
Marathi	Good	Good	Good

9. Employment Record

From 2018 To Till Date  
Employer: Universal Education  
Positions held: Trainer

<p>10. Detailed Tasks Assigned</p> <p>1) Development of Business in Schools and Colleges</p> <p>2) Handling Quant, Reasoning &amp; Soft Skill Sessions</p> <p>3) Conducting Remedial Training Sessions</p>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2019  Location: <b>Chapra, Bihar</b>  Client: <b>LNJPIT, Chapra</b>  Main project features: Employability Skill Training mainly focusing Aptitude &amp; Soft Skills as 1<sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations  Positions held: Program Coordinator &amp; Trainer  Activities performed: Handling Quant, Reasoning &amp; Technical Skills etc.</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2019  Location: <b>Nalanda, Bihar</b>  Client: Nalanda College of Engineering  Main project features: Employability Skill Training mainly focusing Aptitude &amp; Soft Skills as 1<sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations  Positions held: Trainer  Activities performed: Handling Quant, Reasoning Skills etc.</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2019  Location: <b>Ambedkarnagar, U.P</b>  Client: Rajkiya Engineering College  Main project features: Employability Skill Training mainly focusing Aptitude &amp; Soft Skills as 1<sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations  Positions held: Trainer  Activities performed: Handling Quant, Reasoning &amp; Technical</p>
--	---

## 12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Rohit Mittha)

### Curriculum Vitae 29

1. Proposed Position : Aptitude & Soft Skill Trainer
2. Name of Firm : Universal Education
3. Name of Staff : Digamber Farkunde
4. Date of Birth: **21.09.1995**      Nationality: **INDIAN**
5. Education
  - B.E from RTMNU University in Nagpur in 2018
6. Other Training  
Done Internship program Associate Trainer for Universal Education
7. Countries of Work Experience: **India**
8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Marathi	Good	Good	Good
9. Employment Record  
From 2018 To Till Date  
Employer: Universal Education

Positions held: Trainer

<b>10. Detailed Tasks Assigned</b> 1) Development of Business in Schools and Colleges 2) Handling Quant, Reasoning & Soft Skill Sessions 3) Conducting Remedial Training Sessions	<b>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</b>  Name of assignment or project: <b>Employability Skill Training</b> Year: 2019 Location: <b>Imphal, Manipur</b> Client: Manipur Technical University Main project features: Employability Skill Training mainly focusing Aptitude & Soft Skills as 1 <sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations Positions held: Trainer Activities performed: Handling Verbal Aptitude, Reasoning & Soft Skills Sessions  Name of assignment or project: <b>Employability Skill Training</b> Year: 2019 Location: <b>Kalahandi, Odisha</b> Client: GEC, Kalahandi Main project features: Employability Skill Training mainly focusing Aptitude & Soft Skills as 1 <sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations Positions held: Trainer Activities performed: Handling Verbal Aptitude, Reasoning & Soft Skills Sessions
--	--

**12. Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Digamber Farkunde)

Avishek Ghosh

### Curriculum Vitae 30

1. Proposed Position : Aptitude Trainer

2. Name of Firm : Universal Education

3. Name of Staff : Amartya Singh

4. Date of Birth: **06.07.1991**      Nationality: **INDIAN**

5. Education

➤ M.Sc(Maths) Degree obtained from Patna University in 2016

6. Other Training

➤ Done Internship program as a ABDM in Universal Education for almost 6 months

7. Countries of Work Experience: **India**

8. Languages

Language	Speaking	Reading	Writing
English	Good	Good	Good
Hindi	Good	Good	Good
Bhojpuri	Good	Good	Good
Maithli	Good	Good	Good

9. Employment Record

From 2016 To Till Date  
Employer: Universal Education  
Positions held: Manager & Trainer

<p>10. Detailed Tasks Assigned</p> <p>1) Development of Business in Schools and Colleges</p> <p>2) Handling Quant, Reasoning &amp; Soft Skill Sessions</p> <p>3) Conducting Remedial Training Sessions</p>	<p>11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2018, 2019  Location: <b>Kalahandi, Odisha</b>  Client: GEC, Kalahandi  Main project features: Employability Skill Training mainly focusing Aptitude &amp; Soft Skills as 1<sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations  Positions held: Program Coordinator &amp; Trainer  Activities performed: Handling Quant, Verbal Aptitude, Reasoning &amp; Soft Skills Sessions</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2018  Location: <b>Azamgarh, U.P</b>  Client: Rajkiya Engineering College  Main project features: Employability Skill Training mainly focusing Aptitude &amp; Soft Skills as 1<sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations  Positions held: Trainer  Activities performed: Handling Quant, Verbal Aptitude, Reasoning &amp; Soft Skills Sessions</p> <p>Name of assignment or project: <b>Employability Skill Training</b>  Year: 2019  Location: <b>Behrampur, Odisha</b>  Client: PMCE, Berhampur  Main project features: Employability Skill Training mainly focusing Aptitude &amp; Soft Skills as 1<sup>st</sup> entry level examination so as to bring the students to certain standards to qualify the entry level examinations  Positions held: Trainer  Activities performed: Handling Quant, Verbal Aptitude, Reasoning &amp; Soft Skills Sessions</p>
--	---

## 12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

18.03.2018

(For Amartya Singh)

V Nandini Nair