

Anamika Sisodia

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Profile

- Management professional with 8 years of experience in the academic and administration field,
- Extensive experience working in the renowned educational institutions in assisting the faculties, teaching, handling the academic administration part.

Educational Qualification

Name of University/Board	Degree	Year	Percentage
MP BOARD	SSC	2004	80%
MP BOARD	HSC	2006	73.33 %
DAVV	B.SC(BIOTECHNOLOGY)	2009	61%
DAVV	MBA, DUAL SPECIALIZATION (MARKETING AND HUMAN RESOURCE)	2012	69%
IIT MUMBAI	FDP (ONLINE PROGRAM)	2016	PASSED

Work Experience

Acropolis Faculty of Management of Research, Mangliya, Indore March 16, 2020 - Present

- Working as an Assistant Professor, Marketing Domain. Taking the subjects like – Service and Retail Marketing and Marketing Management.
- Handling the Marketing club “Markomaniac” which is the milestone to make students industry ready and making them well versed with the market requirements and attitude to become a successful marketer.
- A core Committee member in AFMR, Admissions since year 2020.

Academic Associate – IIM Indore

August 29, 2016 - 2020

- Assist the faculty in preparing course outline, identifying and collecting reading materials (from libraries and other sources), developing teaching notes, grading of class participation, grading of quizzes, examinations, assignments, invigilation etc.
- Responsible for coordinating with program for arranging for exams/quizzes, distribution of course materials and perform any other related activities of the Institute. Also in assisting the faculty in their research work also.

Visiting Faculty – Lal Bahadur Shastri Institute of Management, Indore

Jan, 2017 – Feb, 2018

Visiting Faculty – Military College of Telecommunication Engineering

Mar, 2018 – Oct, 2018

- Conducting the lectures on the topics of marketing management, brand management, customer relationship management and entrepreneurship.
- Department and Institute governance, volunteer for committees, attending the conferences.
- Evaluate the assignments given to the students, arranging workshops for them.
- Deliver the quality lectures to let the students understand the depth of given subjects in the assigned duration of lectures.

Assistant professor – IPS Academy, Indore

October 12, 2012 – August 8, 2016

- Develop and implement innovative instructional methods, develop professional logistics to improve student performance, guide, and lead and mentor students in research projects.
- Evaluate, monitor and mentor student academic progress, Create, innovate and implement career-enhancement programs and activities, supervise and support teaching assistants.
- Participate in departmental and college activities, serve and support functional activities of departmental committees, assess, review and evaluate student activities and progress. Assist and support senior professors in their day-to-day tasks and functions.

Internship

SS Infinitus, Indore (HR Trainee)

Jan, 2011 – Sept, 2011

- Meeting with departmental representatives to discuss HR issues, referring issues to senior HR staff, assisting departments with their recruitment needs through liaison with agencies/ advertisers
- Coordinating prospective candidates, interviewing them and administering offers, conducting inductions of new staff.
- Assisting with the production and implementation of HR policies and procedures, responding to other ad-hoc queries from other personnel in the company.

Edwise International, Indore (Counselor – Australia and New Zealand)

Nov, 2012 – Aug, 2012

- Counsel students regarding educational issues such as course and program selection, class scheduling, school adjustment, truancy, study habits, and career planning in New Zealand and Australia.

- Counsel individuals to help them understand and overcome personal, social, or behavioral problems affecting their educational or vocational situations in the foreign country
- Making them aware of the courses offered, visa procedures, documentation and the guiding them towards taking the test and the preparation of – IELTS, TOEFL, GMAT and GRE.

Extra-Curricular Activities

- Attended the research methodology workshop conducted at IPS Academy, Indore from 22 to 28 June, 2015 at IBMR learning center.
- Participated in the NEN competition in IPS Academy, Indore and got consolation at the country level.
- Participated in the “Gender Sensitivity Workshop” at IIM Indore entitled as – “Girlsgottaknow, India” on January 19, 2017
- Participated in the annual marketing conference of IIM Indore, “NASMEI” as the volunteer in the year 2018.
- Participated in the annual conference on Excellence and research in IIM Indore, entitled as “CERE” in the year 2019.
- Research paper published in the KAAV International Journal of Economics, Commerce and Business Management, IISN2348 – 4969, Vol. 4, Issue – 4, Oct – Dec – 2014, Part – III on the topic of “Growth of services sector in India and its impact on generating the employment opportunities”.

Skills

All basic computer operations like – Hindi, English typing, MS – PowerPoint, Word, Excel, Adobe photo shop, using spreadsheets, operating communication tools (Skype).

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