

Renuka V. Kale

Mob No: 8796216046

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Career Objective:

- Seeking a position to utilize my skills & ability that offers professional growth while being resourceful, innovative, and flexible.

Educational Qualifications: -

Degree	Year of Passing	Name of College/Institute	Name of Board/University	% Marks obtained
MBA (Finance)	2014	MGMiom college	BAMU	70.81%
BBA	2012	Vivekanand college	BAMU	77%
HSC	2009	V. Naik College	State Board	74.33%
SSC	2007	Vyankatesh high-School	State Board	72.92%

Work Experience: -

01) G.S. Mandal, Maharashtra Institute of Technology (An Autonomous), Satara Beed Bypass, Chhatrapati Sambhajnagar

Current Role: Assistant Professor & Training and Placement Coordinator

- **Assistant Professor:**
 - Teaching a wide range of subjects to MBA and BBA students, focusing on enhancing their academic knowledge and practical understanding.
 - Engaging students with innovative teaching methodologies and interactive learning approaches.
 - Mentoring students to excel in their academic and career goals.
- **Training and Placement Coordinator:**
 - Facilitating campus placements by managing interviews with top companies offering high-benchmark packages.
 - Organizing workshops, seminars, and industry-oriented activities to prepare students for the professional world.
 - Collaborating with industry leaders to provide career guidance and expand placement opportunities for students.

02) G.H. Raison Arts, Commerce and Science College, Wagholi, Pune

Job Titles and Responsibilities:

- **Assistant Professor (BBA/BCA/BCOM Department):**
I had the opportunity to teach a variety of subjects across the BBA, BCA, and BCOM programs. Since the college operates as an autonomous institution, I was also involved in designing the curriculum for these courses, ensuring they met both academic standards and the evolving needs of the industry.
- **Registrar (5-month tenure):**
During my 5-month tenure as Registrar, I managed several key aspects of student

administration. This included handling university notices, overseeing the admission process, coordinating the schedules of non-teaching staff, and addressing student behavior and disciplinary matters. It was a role that gave me a broader perspective on how the institution operates beyond the classroom.

➤ **Cybervidya In-charge/Coordinator:**

I was responsible for managing the Cybervidya portal at the institute, which had been developed by the Raison Group. This involved overseeing the entire process, from student admissions to the issuance of leaving certificates. I led a team to ensure everything ran smoothly, and it was rewarding to see how technology streamlined administrative tasks.

03) Shivchhatrapati College

Assistant Professor (1st Jan 2021 – 9th Oct 2021, 1 Year)

- Conducted both online and offline lectures for postgraduate (PG) and undergraduate (UG) commerce students on various subjects.
- Organized webinars for students and coordinated online job fair exhibitions.

04) Mendiratta Business Solution Pvt. Ltd.

Associate (5 Months)

Role: Bankruptcy Reconciliation

- Retrieved required documents from the client's system for analysis.
- Conducted document reviews and verified data.
- Identified and located debtors.
- Prepared and maintained ledger accounts.

05) Shivchhatrapati College

Assistant Professor (2014 – 2016, 2 Years)

- Delivered lectures to PG and UG commerce students, covering diverse subjects.
- Organized and managed extracurricular activities, including annual events, sports competitions, and industrial visits.

Conference –

- 9th International Conference on Human Values in Higher Education (ICHVHE 2024).
- Zenith-23 4th Edition, A Multidisciplinary Virtual International Conference on Management, Entrepreneurship and technology and social sciences: Its advancements for innovation and its impact in the digital era.
- Aspire 23 Multidisciplinary international conference

Projects & Summer Internship:

- Project on Recruitment and selection”
- Project on Inventory Management”
- Project on Mobile Money”

Awards & Achievements:

- Received best fighter award in Marshal arts.
- 1st prize in role play on avoiding strike at MIT College.
- 1st prize in debate competition on traditional India vs modern India.
- Received best competition holder certificate.

Computer Skill:

- Computer Basics
- MS-CIT
- Tally 9.0
- English typing 30 and 40
- Marathi typing 30 and 40.

Personal Details:-

- **Name:** Renuka Vishwanath Kale
- **Date of Birth:** 21st June 1992
- **Mobile No:** 8796216046
- **Gender:** Female
- **Marital Status:** Married
- **Language Known:** English, Hindi, Marathi.
- **Hobbies:** Singing, hiking.
- **Current Address:** N-2, Thakre Nagar, CIDCO, Chhatrapati Sambhajanagar 431 003.

Declaration:-

I hereby declare that above information given by me is true to my knowledge and belief.

Renuka V Kale