

ASHWINI HIREMATH

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Objective:

Aspiring for a promising and motivating career in an organization where in my skill knowledge and spirit of teamwork would be an asset, which will help me to explore myself fully and realize my potential.

Work Experience:

- A dynamic professional having 9 years of experience.
- Is presently working as a HOD of BBA Dept in SECAB Associations, Secab Institute Of Business Administration and Secab's business school
- Was working as **Sr. Accountant** in **Infosys, Bangalore** from March 2013 till Dec 2016.
- Worked as an **Lecturer** in **KLE's SSMS College, Athani**, from June 2011 to July 2012
- Worked as **Management Trainee- Finance** at **SBI Bank** Insurance awareness of State bank Of India in Belgaum, for 2 months

Experience at a Glance:

- Guided more than 100 students in their projects
- Extracurricular activity, Academic, IT, Event and NAAC coordinator
- Expertise in formulating and implementing the Financial Procedures with the ability to relate theory with practice.
- Personality development trainer.
- Continual learner, able to easily grasp and implement new ideas & concepts.
- Ability to maintain good inter-personal relations with customer as well as co-workers.
- Hardworking & problem solving abilities.
- Excellent verbal and written communication skills.
- Analytical skills, Timely Reports.
- Strong grasping power and desire for expanding domain knowledge.

Academic Profile:

- **2011,MBA(Finance &HR)**from Belgaum Institute of Management StudiesBelgaum-77%
- **2009,BBA(Finance)** from KLE's Lingaraj College, Belgaum- 77%
- **2006, 12th(Commerce)** from SVS College, Harugeri- 76%
- **2004, 10th**from Bhartesh English Medium School, Belgaum- 60%

Professional Skills:

- NCFM Certified.
- SAP B1 Training

Computer Skills

- MS-Office (MS Word, MS Excel, MS Outlook, MS PowerPoint)
- Operating Systems : Windows 98/2000/XP/Vista/2007

Work Experience:

Present Project	
Title	HOD, Assistant Professor
Duration	1 st September 2020 till date
Domain	Teaching
Organization	SECAB's Secab Institute of Business Administration (SBS)
Tools	<ul style="list-style-type: none">• MS office (MS word, MS excel, MS outlook)
Role	<ul style="list-style-type: none">• Taking classes• Mentoring• Training the students and helping them in improving their personality• Organizing management fest• Discipline coordinator
Subjects taken	<ul style="list-style-type: none">• All Finance HR subjects• Subjects taken for MBA(VTU)• Organizational leadership• International human resource management• Risk and insurance management• Subjects taken for BBA and B.com• Corporate Accounting 1 & 2• Entrepreneurship management• Company law and secretarial practice• Elements of cost and market analysis• Financial management• Personality development and leadership skills• Event management• Organization behavior

Project 3	
Title	CAG(Corporate Accounting Group)
Duration	March 2013 to December 2016
Domain	Account and Finance(payload)ROW
Organization	Infosys. Bangalore
Tools	<ul style="list-style-type: none">• SAP• MS office (MS word, MS excel, MS outlook)
Role	<ul style="list-style-type: none">• Salary Management• Full and final settlement• Resolving queries related to salary through AHD• Ticket Follow-up

Project 2	
Title	Aetna (Insurance)
Duration	1 year
Domain	Insurance
Organization	Infosys. Pune
Tools	<ul style="list-style-type: none">• Rumba• PE\RS• CCI• CTT• Help Desk Tickets• MS office (MS word, MS excel, MS outlook)
Role	<ul style="list-style-type: none">• Customer Support• Ticket Follow-up• Mentoring new joinee• Legal Insurance Analyzer

Project 1	
Title	Lecturer.
Duration	From June 2011 to July 2012 1 year 1 month
Domain	Teaching
Organization	KLE's SSMS College , Athani
Tools	<ul style="list-style-type: none"> MS office (MS word, MS excel, MS outlook)
Role	<ul style="list-style-type: none"> Taking classes Training the students and helping them in improving their personality Organizing management fest
Subjects taken	<ul style="list-style-type: none"> All Finance HR subjects Human resource management and HRD Quantitative technique 1 an 2 Accountancy Organization behavior Financial management

Management Projects:

BBA and MBA projects

- 1. Renuka sugars. Belgaum (2 months)**
- 2. Mutual funds (ICICI bank). Belgaum (2 months)**
- 3. IDBI bank. Belgaum (2months)**
- 4. Money center share markets. Belgaum (2 months)**

Achievements:

- Got ramp award at Infosys.
- Stood second in the national level fest organized by Rajgiri College Cochin.
- Stood 2nd for the College in 1st year PUC
- NCFM Certification.
- International industrial visit to Malaysia.
- SAP B1 training
- T200 certified

Extra & Co-Curricular Activities:

- Organized Management fest Eqvinokz BIMS, 2010
- Participated in various management fests organized by management colleges
- Participated in various cultural programs.
- Participated in college and school level competition and received applauds.
- Event organizer in all school and college annual day functions and other management fests.

Personal Details:

Nationality : Indian
 Father's name : Mahanandswamy Hiremath
 Date of birth. : 25th April 1988
 Gender : Female
 Status : Married
 Languages known : Kannada, English, Marathi, & Hindi

Disclaimer:

I assert you that the information furnished above are all true to my knowledge.

Place: Vijaypur

Date: / /

Ashwini Hiremath

