

CURRICULAM VITAE

- **Name:** Ms SHEETAL J. MACWAN (On deputation at ADIT)
- **Educational Qualifications:** B.Sc. (Computer Science), PGDCA, M.Sc. (IT)
- **Personal Goal:**
To be a Good Person and a Teacher with Holistic Approach
- **Career Objectives:**
 - Seeking a challenging career in quality environment where knowledge and experience can be shared and enriched.
 - Looking for an opportunity where I can utilize my skills and experience in quality system of Education and the profession where computerization is utilized.
- **Academic Experience:** 23+ years of vast **teaching experience** in various colleges, computer centers, Industrial Training center and higher secondary school.
- **Professional Experience at various levels:** Software faculty, Lab In-charge, Group Instructor, Lecturer, Adhyapak Sahayak, Assistant Professor
- **Industry Experience:** 0 years
- **Innovations / Contribution in Teaching**
 - Design of Curriculum
 - Laboratory Experiments
 - Exam and Evaluation Reforms
 - Preparation of resource material
 - Remedial Teaching
 - Bridge Course
 - Add-on-courses
 - Students Counseling (Academic, Personal, Social)
 - Placement efforts
- **Teaching Methods:**
 - Interaction
 - Group Discussion
 - Games
 - Quiz
 - Project
 - Seminar
 - Workshop
- **Career Advancement:**
Participated in various 50+ seminars, 30+ National and International Conferences

and various FDPs throughout academic career. 25+ research papers presented in various academic seminars and conferences.

- Subject of Research Paper Publication/Presentation/Seminars/Workshops:

E-Governance, Human Rights, Fundamentals of research, Culture of quality through Research, General awareness of library & office administration, Social Problems, Competitive Business Environment, Marketing opportunities, Challenges and Strategies for Sustainable growth, Data Mining, Women's Issues, Human Values in Higher Education, Cyber Security, Women Entrepreneurship and Business Management, Effective Communication Skill, Joyful Personality Development through Sense Management, Student Start-Up and innovation Policy, Analysis and application of Data Mining in CRM systems of Healthcare Insurance

• **Details of Co-curricular & Extracurricular activities:**

- Membership of Library committee, Discipline committee, Women cell, Knowledge Band, Vivekand Center of Positive Thinking and Counseling, Equal Opportunity Center, Creative Band

- Organized different cultural, Personality development, Library, Literature activities like debate, quiz, On The Spot Essay, PPT presentation, Story Writing, Article Review Competition, Movie Screening and review competition, Green environment activities

• **Achievements:**

- BEST RESEARCH PAPER PRESENTATION AWARD in 2012
- Grace the position of Chief Guest for flag Hoisting Ceremony on 15th August in 2013
- BEST LIBRARY USERS' Award in 2017
- Grace the position of a Judge in various events at school and college level

• **Personal Skills:**

- Excellent verbal and written communication skills
- Ability to deal with people diplomatically
- Willingness to learn
- Ability to work in team and hard working
- Highly responsible and reliable

• **Personal Details:**

- **Date of Birth** : July 5th, 1977
- **Hobbies** : Reading, Sports, Sketching, Travelling, Music
- **Other Interest** : To know the spirituality at its depth, Writing an Articles, Spread education awareness and nationalism among Youth, Explore different cuisines and culture of the world.
- **Languages Known** : Well versed in English, Hindi and Gujarati