

Mukesh Birla

Objective: To work in a globally competitive environment on challenging assignments that shall yield the twin benefits of the job satisfaction and a steady-paced professional growth.

Professional Summary:

- Currently working in Shri Rewa Gurjar College, Sanawad from 2011 to till date.
- 6 Year Experience as a Guest Faculty in Govt. Holkar Science College, Indore from 2005 to 2011.
- Experience of Organizing State level, University level, District level and Unit level residential NSS camp.
- An effective communicator with honed relationship management, man management, analytical, planning and coordination skills. Capacity to work under pressure situations and beat deadlines.
- Excellent communication, analytic skills, keen observer and flexible to learn new technologies of IT and education.
- Experience of Conduction of CCE, Practical and Semester Exams.
- Experience of Preparing Practical Assignment and lab work for Student.
- Presented a research papers in the National Conferences and National Seminars.
- Organize Seminars and workshops for Students.
- Experience as a NSS Program Officer.

Technical proficiency:

Programming Languages	: C, C++, Visual Basic 5.0 & 6.0, HTML JAVA SCRIPT, PHP, ASP.
Operating system	: Windows 98/ Windows XP/Windows Vista Win-8.
DBMS & RDBMS	: Oracle, SQL Server, My SQL.
Application Software	: Ms-Office 2003, 2007 and 2010.
Other	: Internet.

Dissertation and Minor Research papers:

- The Dissertation entitled "Implementation of Business Intelligence in the government sector: The National Data warehouse" Submitted in partial fulfillment of the requirement for the award of Degree of Master of Engineering in CSE Discipline. Submitted To Rajiv Gandhi Prodyogiki Vishwavidyalaya, Bhopal (M.P.) INDIA.
- Preparation of research in IT also present a research paper (The Cryptography Guide) in 7TH National Conference on Computational Intelligence organized by pioneer institute Indore on MAY 6 2009.
- Participate as a Volunteer in 2nd Bhartiya Vigyan Sammelan & Expo 2009 organized by DAVV Indore on 27th Nov to 3rd Dec, 2009.
- Present a research paper (Implementation of Business Intellegency in The Government Sector : The National Data Warehouse) in National Conference on Emerging Trends in Information Technology organized by IPS Academy Indore on 24th and 25th Feb 2011.
- Present a research paper (Digital Forensics-A Technological Revolution in Forensic Sciences) in National Seminar on "Impact of Changing Scenario on Agriculture, Social Infrastructure, Environment along International Business, Information Technology and Education Training "organized by Shri Rewa Gurjar Bal Niketan College Sanawad MP on 2nd and 3rd FEB 2018.

Professional Experience:

Organization: Shri Rewa Gurjar Bal Niketan College Sanawad MP(INDIA).

Work Duration: May 2011 – Present

Designation: Assistant Professor

Department: Computer Science and IT.

Job duties:

- The job primarily involves teaching to the students to develop the skills.
- Coordinate and collaborate with lead teacher, principal and instructional coaches.
- Tracking and communicating students' advancement throughout the course.
- Develop and implement lesson plans and classroom activities in consistent with the student management issues.
- Preparing Practical Assignment and lab work for Student.
- Manage and monitor student behavior.
- Determine and troubleshoot technology services for staff.
- Conduction of CCE, Practical and Semester Exam.
- Invigilating and grading projects, quizzes, and examinations.
- Initiate and implement systems, procedures and other student management issues.
- Conduction of Seminars and workshops for Students.
- Design and develop appropriate computer instructional material.
- Conduction and attend departmental and inter departmental meetings.
- Providing guidance and supervision to graduate and postgraduate students.
- Integrate special lesson plans with core academic curriculum.
- Providing computer and academic support to Professors and other faculty members.

Organization: Govt.Holkar Science College Indore MP(INDIA).

Work Duration: July- 2005 – 2011.

Designation: Guest Faculty.

Department: Computer Science and IT.

Job duties:

- The job primarily involves teaching to the students to develop the skills.
- Tracking and communicating students' advancement throughout the course.
- Develop and implement lesson plans and classroom activities in consistent with the student management issues.
- Preparing Practical Assignment and lab work for Student.
- Manage and monitor student behavior.
- Conduction of CCE, Practical and Semester Exam.
- Conduction of Seminars and workshops for Students.
- Design and develop appropriate computer instructional material.
- Providing guidance and supervision to graduate and postgraduate students.

Social Welfares and Responsibility:

(I) Organized State level residential NSS camp with Association of MP Govt. (INDIA).

Roles and responsibilities:

I was one of the important person in NSS Organization and played pivotal role and responsible for the NSS Unit and was be responsible to carry out the instructions issued by the NSS Regional Centre and State Level Officers for the implementation of NSS activities are as follows

- Provide information about NSS motto aims and objectives, philosophy and activities.
- Enlist cooperation and coordination of community, agencies, government departments and non-governmental agencies.
- Select or adopt the village/slum for service projects on the basis of utility and feasibility.
- Prepare and conduct the orientation Programme for NSS Volunteers, explain them about the concept of social service.
- Promote community education through meetings, talks, new bulletins, discussions.
- Coordinate various external resources available in the forms of government services, welfare agencies and voluntary organizations for the success of the NSS Programmes.
- Supervise and consult the students to set realistic goals and see problems as a challenge and take appropriate steps to solve them.
- Run day-to-day administration of the programmes.
- Prepare progress report periodically for submission to Regional Centre and State Level Officer.
- Maintain record of volunteer's participation and programmes undertaken.
- Keep the accounts and stock in the prescribed forms
- Inform the community about the NSS programmes through press reports, radio and television.
- Create awareness, through pamphlets, seminars and meetings.

(II) Organized 5 Unit level Residential NSS Camp.

This study involves in identifying the importance, aims and objectives of NSS in higher education which in turn create social responsibility among the students.

Roles and responsibilities:

- Interpret the scheme to the students / volunteers and other members of the community to create awareness about the NSS.
- Prepare and teach them the methods and skills required for achieving the objectives of the NSS scheme.
- Coordinate the NSS activities in accordance with the volunteers ability and community demands.
- Coordinates internal resources available in the form of teaching expertise of teachers for enhancing the knowledge and skills of the students in implementation of the NSS scheme.
- Supervises the NSS Programme undertaken by Volunteers.
- Assist in evaluation and follow-up work.
- Keep the principal or Chairman of NSS, College advisory committee and the programme Coordinator of the University informed of the University informed of the programmes of the Unit.
- Initiate to create awareness for image building of NSS in order to inspire and motivate the NSS Volunteers.

Education and Certifications:

- Master of Engineering in Computer Science and engineering in 2011 from RGPV University, India (2011)
- Master of Computer Management in 2004 from DAVV University, Indore MP India (2004).
- Bachelor of Science in 2002 from DAVV University, Indore MP India (2002).
- Certification in MS Dot Net 2005.
- GATE Qualified 2007.

Personal Profile:

- Name : Mukesh Birla
- Language Proficiency : English, Hindi
- Gender : Male
- Nationality : Indian
- DOB : 20-AUG-1979
- Strengths : Meticulous Risk Taking Ability, Dedication, Zeal to Work and Eager to learn.
- Interest : Learning new things.