

COVERING LETTER

TO WHOMSOEVER IT MAY CONCERN

Respected Sir/Madam

I am Divya, presently working as a Assistant professor in Department of Management Studies, Central University of Haryana prior to this I was a research scholar in Delhi School of Management, Delhi technological University, Delhi. I have completed my Masters in Business Administration from University School of Management, Kurukshetra University, Kurukshetra. My major specialization is in "Human Resource" and minor specialization is in "Marketing" with an aggregate score of 73.42% as a whole. I have also qualified for the Junior Research Fellowship and National Eligibility Test which was conducted in June 2011 (Roll no.72170317) I am graduate in Bachelor in Commerce with Computer application from MD University ,Rohtak.

I am a teacher by heart. Sharing my knowledge and understanding with others has always been a source of joy for me, greatest satisfaction comes from watching people learn and grow. In particular, I believe that

- Teaching is not imparting knowledge to students, but rather is a collaborative learning effort between a teacher and students.
- The foremost purpose of teaching is to empower students and equip them with skills.
- Teaching is best done by relating new concepts to what students and equips them with skills.
- Teaching methods ought to be adapted to the needs of the situation.

I have some ideas that I have learned about teaching, but it is challenging to always execute them well, let alone to perfection. Nevertheless, I have a strong desire to keep learning from mistakes, be open to feedback, and become a better teacher. I particularly look forward to advise from senior teachers, professionals and students. After all, the learning aspects of teaching are fascinating.

Regards

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Divya

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Current Position/ Teaching Experience

Assistant Professor

Department of Management Studies

Central University of Haryana

24 December 2013- since present

Area of Expertise

- Knowledge of Human resource Management and other related issues.
- Interdisciplinary coverage of the theoretical and practical aspects.
- Experience of handling project works and demonstration skills in the areas of research.
- Well versed with traditional and modern teaching methodologies/equipment's, multimedia & PowerPoint presentations, delivered webinars and podcasts.

Papers Presented In Conference:

Paper Name : "ATTRACTIVE SUCCESSION PLANNING A NEW MANTRA FOR RETAINING HUMAN ASSET" in ICCB 2012 , IIT Delhi .

Paper Name: "CHANGING ROLE OF HUMAN RESOURCE PLANNING: A CONCEPTUAL VIEW" in 'Contour of Commerce Education in India', MDU, Rohtak.

Paper Name: " Women and Make in Haryana: A Road Ahead." Presented in Department of Economics, Central University of Haryana in March 2016.

Workshop/ FDP/ Orientation:

FDP of 2 days on “Rubrics of Analytical Management Research” in October 2012.

FDP of 2 days on “ Panel Data Regression Modelling” in December 2013.

Workshop on “R Software” in August 2014.

MDP on Higher Education Leadership Development by Leadership Foundation for Higher Education (LFHE), UK for 2 Weeks in February and April 2016.

Orientation course from University of Hyderabad from June 19 to July 16, 2014.

Expert Lectures

Expert Lecture on “Role of University in Sensitizing the masses” in August 2014 at Chaudhary Ranbir Singh University, Jind.

Research papers in publication

1. International Conference Proceedings

ICCB 2012 at IIT Delhi Paper in conference proceeding – Divya & Mishra (2012), Attractive Succession Planning :A Mantra for retaining Human Asset. Souvenir 6th international Conference on Contemporary Business 2012. ICCB-PS4/02, pp. 88

2. Divya & Mishra(2014), Measuring Personality Traits with ‘Big Five’ Model: A Scale of Development study Business Researcher, Vol II issue I, pp. 2-13. ISSN-2321-2659.

3. Divya (2016), Comparative Assessment of UGC-API Amendments, International Journal of Multidisciplinary Educational Research Vol V issue 10(4), pp. 240-260. ISSN-2277-7881.

4. Khera N. Shikha & Divya(2015), Relationship of Human Resource Practices with Job Satisfaction, Organisational Commitment and Turnover Intention: A Conceptual Model, Journal of Central University of Haryana Volume 2 March 2015, pp 95-105. ISSN-2348-3377.

5. Khera N. Shikha & Divya(2017), Breaking the glass Ceiling: Gender Parity in Boardrooms in India, University News (Special Issue on Writing on Women and Women Writing), Volume 55 No.2 , pp. 75-80. ISSN-0566-2257.

PhD details

Jointed Delhi School of Management , Delhi Technological University in August 2012.

Course work is completed. Registered for papers for Aug- Dec, 2012 Semester

1. Corporate Evolution and Strategic Management
2. Service Operations Management
3. Knowledge Management and Innovation
4. Research Methodology

The Comprehensive (SRC) is been done. The synopsis on **“Relationship of Human Resource Management Practices with Job Satisfaction, Organizational Commitment and Turnover Intention: A Study in Life Insurance Sector”** has been approved by research committee.

Cells and Clubs Memberships details in Central University of Haryana:

- Member - Career Counseling, Training and Placement Cell.
- Member - Group for Promotion of Art, Culture and Heritage.
- Member - Equal Opportunity Cell.
- Member – Internal Quality Assurance Cell.

Administration Committee details in Central University of Haryana:

- First Convocation held on 1 March, 2014- Member of Comparing and Coordination Committee.
- Second Convocation held on 11 January , 2016
 - Member of Stage Arrangement Committee.
 - Member of Comparing and Coordination Committee.
 - Member of Draft Speeches and Messages.
- Faculty Coordinator for PDP classes organized by Career Counseling, Training and Placement Cell for session 2014-15.
- Member of Committee for SSR Compilation report of NAAC.
- Member of Committee for purchase of Dairies, Pens, Calendar of University 2016.
- Member of Committee for publication division of News letter for session 2014-15.
- Member of Committee of standard operating procedure (online admission of the university 2016-17)
- Member of Committee for website development.
- Co-convener of International Yoga Day on 21 June, 2016.
- Member of Board of studies Department of Commerce for session 2014-15.
- Member of Committee for Compilation and printing of Information Bulletin (2016-17).

Professional Qualification

- Masters in Business Administration (Major: Human Resouce Management Minor:Marketing) from University School of Management, Kurukshetra University, Kurukshetra securing 73.42%.
- Qualified for Junior Research Fellowship and National Eligibility Test. (JUNE 2011 attempt Roll no: 72170317)

Academic Qualification

Class	Session	University	Percentage
10 th	2002-2003	C.B.S.E	70.04%
12 th	2004-2005	C.B.S.E	77.04%
B.Com(Computer Application)	2005-2008	MD University ,Rohtak	70.89 %
M.B.A (HR/Marketing)	2009-2011	Kurukshetra University	73.42%

Additional Qualification

Licentiate and Associate of Life Insurance from Insurance Institute of India.

Personal Details

Father's Name - Sh. Sudershan Sharma
 Date of Birth - Aug 29, 1989
 Marital Status - Single
 Sex - Female
 Languages known - English ,Hindi & Punjabi.

Declaration

I hereby declare that all the above-mentioned information is true to the best of my knowledge.

Divya