

Surbhi Kapoor

SMVD University, Katra, Jammu, School of Business – Assistant Professor

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Summary

- Contribution of Five years as Assistant Professor in Commerce department and consist of demonstrated leadership, quality deliverables, and impactful ideas shared with colleagues.
- UGC NET qualified – Jan 2018.
- Aspire to achieve professional excellence in pursuance of organizational goals while seeking personal growth and development and utilizing my experience & skills to the fullest, taking the job with a sense of responsibility & making my contribution by learning & working productivity.

ASSETS/ SKILLS

- **UGC NET (National Eligibility Test) Qualified – Jan 2018**
- Good communication and writing skills
- Team management
- Time Management
- Adaptability to environment

PROFESSIONAL QUALIFICATION

Degree	Institute	University	Year	Marks
Master's degree in Commerce	Jammu University	Jammu University	2012 - 2014	69.86%
Bachelor's degree in Commerce	Jammu University	Jammu University	2009 - 2012	66.69%

ACADEMIC QUALIFICATION

Class	Board	Year	Marks
XIIth	J&K Board	2008 - 2009	81.46%
Xth	J&K Board	2006 - 2007	81%

WORKING EXPERIENCE:

Dogra Degree College, Bassi Kalan, Bari Brahmana, Samba, Jammu – 181133 | July 2016 – Aug 2021

Designation: Assistant Professor (Commerce)

- **HOD (Head of Department) of Commerce Department – From 2019 to 2021**
- **UGC NET (National Eligibility Test) Qualified – Jan 2018**
- Identify, Choose and implement different teaching methods for all students with various educational backgrounds
- Provide a positive and honest environment for students during class hours.
- Establish and maintain good relationships with the college staff, students and their parents.
- Examine and give students feedback about their academic activity.
- Handle Student's Problems.
- Act as tutor and offers them Moral Support.

EXTRA-CURRICULAR:

- Participated in National Scholarship Seminar held over two-days by the Department of Commerce, (SAP-DRS-II), University of Jammu, 2013