

Curriculum Vitae

Dr. Arshia Husain (Guest Teacher)

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Personal Details:

<i>Date of Birth</i>	4 th March 1976
<i>Address</i>	16-F, First Floor, Sector-7,DDA Flats, Jasola Vihar, New Delhi- 110025
<i>Nationality</i>	Indian
<i>Marital Status</i>	Married

Academic Qualifications:

- Ph.D from Jamia Millia Islamia in the year 2011
- M.Com from Jamia Millia Islamia in the year 2001 with First Division.
- B.Com from Delhi University in the year 1999 with Second Division.

PROFESSIONAL EXPERIENCE,SKILLS &EMPLOYMENT HISTORY

- 1) 2016 – till date **Guest Faculty, Department of Commerce and Business Studies, Jamia Millia Islamia**
- 2) 2011 – 2016 **Guest Faculty, Centre for Management Studies,Jamia Millia Islamia**
- 3) 2003-2010 **Guest Faculty, Department of Social Work,Jamia Millia Islamia**

Skills and Responsibilities:

- Organize, maintain and manage class systems in an effective manner.
- Manage and monitor student behavior.
- Initiate and implement systems, procedures and other student management issues.
- Develop and implement lesson plans and classroom activities in consistent with the student management issues.

- Conduct group training sessions.
- Coordinate and collaborate with HOD.
- Evaluate and monitor individual student progress and provide feedback to sustain student success.
- Attending conference, workshops and orientation.
- Organizing college events and functions to boost students' confidence.

Working as a coordinator in MOOCs (UGC-Swayam Prabha DTH Channel-5) AJK Mass Communication (JMI)for Management Programme.

- Working as Subject Expert in Management, Entrepreneurship, Accounting and Finance(UGC-Swayam Prabha), AJK Mass Communication, JMI
- Writing Online Teaching Material for under-graduate courses
- Online teaching at Swayam Prabha Channel

Working As a Subject Councilor in IGNOU

Area of Specialization / Subjects Taught:

- Business Economics
- Business Management
- Financial Management
- Financial Accounting
- Cost Accounting

Research Papers Published:

1. International journal of business management and social sciences, ISSN: 2249-7463 vol. 1 issue 8 (III), April 2012
2. International journal of business management and social sciences, ISSN: 2249-7463 vol. 2 issue 8 (III), April 2013
3. Indian council of social science and Research. ISBN 978-93-83334-51-3.
4. Course Writer, Centre for Distance and Open Learning, JMI, "Management Practice areas", MA in HRM.