

# ARUNIMA HAZRA



Research Scholar,  
Department Of  
Management (SOBE)  
Adamas University

## Contact

### Address:

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## Languages

- English,  
Hindi,Bengali,  
German(elementary)

## Summary

I am a dedicated, organized and methodical individual. I have good interpersonal skills, Strong Academic background , an excellent team

worker , keen and very willing to learn and develop new skills. I have an active and dynamic approach to work and getting things done. I am

determined and decisive. Currently pursuing **PhD in the School of Business and Economics at Adamas University, Kolkata** and also working as **Teaching Assistant and Public Relationship Manager at Swami Vivekananda University.**

## Skill Highlights

- MS Word, PowerPoint, Excel - Advance Level, ISO certifications,
- Presentation skills
- Complex problemsolver
- Academics, Communication
- Multitasking Abilities
- Dependable and Responsible

## Experience

- Working as Teaching Assistant and Public Relationship Manager at Swami Vivekananda University, Department of Management.**
- Worked as Assistant Professor at ILEAD Kolkata, Department of Management**
- Adamas University-** Visiting Lecturer, School of Business and Economics (Human Resource Management, Marketing, Business communication, Digital Marketing)
- Brainware University-** Administrator: Academics and Corporate Relation UGC and NAAC guidelines, corporate relation, corporate outreach , fund generation, collaboration
- Flipkart - Kolkata**  
**Operations Manager, Hub in charge (I) at Flipkart**
  - Implemented process improvement to shape internal operations, organizational culture, optimize procedures for higher efficiency and help company evolve and grow.
- Centre for Environmental education (CEE), Under Ministry of Environment and forest - Kolkata**  
**Project Officer**
  - Partnered with project team members to identify and quickly address problems.
  - Adjusted project plans to account for dynamic targets, staffing changes and operational specifications.
  - Responded effectively to changes in project requirements by recalculating deliverables.
  - Maintained tactical control of project budgets and timelines to keep teams on task and achieve schedule targets.

- **Vital Waste, Kolkata:** Business Development Manager

## Internship:

### SATS Academy - Kolkata

#### Management Trainee Intern

Internship from SATS academy for 3 months as Operations Executive on healthcare management, Completed a project on conceptualization of establishment of a paramedical institute in India

Gained knowledge of company policies, protocols and processes.

### Deloitte - Kolkata

#### Manager Trainee Intern : Power team, Completed project on energy efficiency of Bangladesh and it's future, A world Bank project

Assisted established management staff with operational oversight, business development and process improvement strategies.

Acted with integrity, honesty and knowledge to promote culture of company.

Identified and communicated customer needs to supply chain capacity and quality teams.

Power management

### ONGC - Kolkata

#### Management Trainee Intern: Petroleum exploration, extraction and sustainability techniques

Controlled resources and assets for department activities to comply with industry standards and government regulations.

### Future Institute of Technology - Kolkata

#### Guest Lecturer

Maintained engaging and interesting lectures by combining different media in the department of Civil Engineering (environmental science and geology)

## Education

### 2022 - Current

**Adamas University, Barasat**

**Ph.D. Management: School of Business and Economics**

### 2017 -2019

**Indian Institute of Social Welfare and Business Management (IISWBM), Calcutta University, Kolkata MBA Public Systems Management**

GPA: 68%

**Major Subjects:** Human resource management, Marketing, Financial and Management Accounting, Management Information System, Management Process and Principles, Managerial Economics, Organizational Behavior, Production and Operations Management, Research Methodology, Data Analytics Project Management

**Specialized subject: Environment Management, energy efficiency and budgeting, ISO, Solid waste management, risk and disaster management, EIA, Fire health and safety, Sustainability, OHSAS**

- . Worked with State Urban development agency (SUDA) and several municipality as management trainee, Gave lectures and training to several Government officers, DM, chairman about environment management system, waste management, renewable energy sources
- . Took special classes at Adamas University, IISWBM and various schools in and around Kolkata
- . Completed dissertation on EMS IMPLEMENTATION ON HCL TECHNOLOGIES.
- . Worked for a project with UNICEF on Plastic pollution

2014 -2016

**Presidency University, Kolkata**

**M.SC. (HONS.) Geology**

GPA: 81.5

2011 - 2014

**Presidency University, Kolkata**

**B.SC HONS Geology**

GPA: 67

2011

**Kalyani University Experimental High School, Kalyani**

**12th**

GPA: 86

- . **A DST INSPIRE SCHOLAR OF SHE SCHOLARSHIP (2011-2016) (Reg No. 4196/2011)**
- . Participated In DST-INSPIRE Internship Science Camp, 2010, Held During June 22-26, At University Of Kalyani, Sponsored By Department Of Science And Technology, Govt.Of India Organized By University Of Kalyani (2011)

2009

**Kalyani University Experimental High School, Kalyani**

**10th**

GPA: 89

- . Awarded Radharani/Amulya Chakraborty Memorial Award For Excellence In (Madhyamik) (2009) By Kalyani Municipality
- . Awarded Late Meena Dutta Memorial Award For Excellence In (Madhyamik) In Bengali (2009) By Kalyani Municipality

## Accomplishments

- **A DST INSPIRE SCHOLAR OF SHE SCHOLARSHIP (2011-2016) (Reg No. 4196/2011)**
- Acquired 99.26 percentile in all India management exam ATMA
- Completed short term course TEQUIP-III on Recent Advances in environmental biotechnology jointly organised by Department of Civil Engineering and school of Environmental science and engineering, IIT KHARAGPUR
- Presented paper at One Day International E-Conference on Re-Engineering Business Processes in New Normal Landscape organized by School of Business and Economics, Adamas University in association with Center for Research in Business Analytics, Adamas University on 18th June 2022.
- Presented paper at International E- Conference on Advances in Business and Management in the VUCA world organised by Department of Business Administration, Kazi Nazrul University, Asansol
- Participated in 5-DAY INTERNATIONAL WORKSHOP ON DATA SCIENCE AND ITS APPLICATIONS, Organized By: Department of Computer Science and Engineering and Department of Mathematics, Adamas University
- Presented paper at International Conference on CREATIVITY, INNOVATION, GROWTH AND SUSTAINABILITY: FUTURE PERSPECTIVES, ICCIGS-2023 Organized by School of Business and Economics, Adamas University, Kolkata
- Completed Two-Days National Level Online Workshop on Data Analysis with SPSS arranged by Asansol engineering college, Asansol, West Bengal
- **Presented paper at ISDSI Global Conference, 2023 held at Indian Institute of Management, Ranchi**
- Presented paper at 15th International Conference at Prestige Institute of Management & Research, Gwalior (M.P)
- Presented paper at two day ICSSR sponsored national seminar on Transforming Education & Empowering Entrepreneurs NEP 2020's Impact on Vocational & Conventional Learning in India Organized by Department of Commerce (Hindi Shift) and Entrepreneurship Development Cell- Swabalamban, Bantuarilal Bhalotia College, Asansol under the Aegis of IQAC on 8th & 9th January, 2024
- Completed a 5-DAY VIRTUAL FACULTY DEVELOPMENT PROGRAM ON RESEARCH ARTICLE WRITING AND PUBLISHING, One School of Business, In association with Internal Quality Assurance Cell and Research & Development Cell In Collaboration with Bengaluru North University
- Accomplished a Faculty Development Program on "Enhancing Research Methodology Skills: Navigating Data Analysis with Ease Using R and SPSS" at International School of Business & Media, Kolkata, on 4th March to 9th March 2024
- Completed 3days National Workshop on Intellectual property rights organised by Kolkata Bidhan Nagar Society for Academic Advancement, West Bengal in association with the Department of Commerce and IQAC, Calcutta University

- Presented Paper at MANAGEMENT EDEDUCATION AND RESEARCH COLLOQUIUM (MERC, 2020) 31st MAY - 2nd JUNE, 2024 conference at IIM Kashipur.
- Actively participated and completed the five-day Online Faculty Development Programme (FDP) on Tools and Techniques for High Impact Journal Publication (Part I) organized by International Management Institute Kolkata from 3rd June 2024 to 7th June 2024. organized jointly by the Centre of Applied Blockchain and Digital Transformation and the IQAC of IMI-Kolkata.
- Paper presented, Successfully accomplished and Received this International Conference research paper presentation certificate awarded by Association of Indian, Management Schools (AIMS)
- Paper presented at INTERNATIONAL CONFERENCE ON INDUSTRIAL RESURGENCE AND CONTEMPORARY INNOVATION IN BUSINESS 4.0&5.0 organized by Institute of Leadership Entrepreneurship & Development (iLEAD) Kolkata, in collaboration with Research Foundation of India and Vidyanagar College, on July 27-28, 2024.
- Participated in the 5-Day Online International Faculty Development Program on "Research Methodology & ReResearch Paper Writing in Management & Social Sciences" held from 4th to 8th November 2024, or organized by GNIHM, Kolkata.
- Participated in One Day Online Lecture series on 'Sustainable Growth, Industrial Resurgence and Social Inclusion held on February 08, 2025, Saturday, by School of Management, MIT University of Meghalaya, Shillong, India
- Copyright granted by Government of India on our work based on "LITERARY/ DRAMATIC WORK BUSINESS MODELS OF RURAL HANDICRAFT IN THE CONTEXT OF PATTACHITRA" in the field of Rural Handicraft business models.
- Patent granted by Government of India on our work based on "AN ARTIFICIALLY INTELLIGENT SYSTEM TO STRATEGIZE AND PREDICT EMPLOYEE ATTRITION AND RETENTION IN HR MANAGEMENT"
- Paper published at Journal of Informatics Education and Research, ISSN: 1526-4726, Vol 3 Issue 2 (2023) DOI: <https://doi.org/10.52783/jier.v3i2.2471336><http://jier.org> (Role of Effective Talent Management in Organizational Performance and Retention: An Empirical Study)

#### **Additional Information**

- AWARDED FOR SANGEET BHUSAN FROM PRACHEEN KALA KENDRA (2014)
- Trained Classical Bharatnatyam and Katthak Dancer
- Elementary knowledge on Data science
- International Workshop done on Latex with Overleaf by Kolkata Bidhannagar Society for Academic Advancement, West Bengal, India jointly with the Department of Commerce and Internal Quality Assurance Cell (TQAC), Vidyanagar College, Vidyanagar, 24 Parganas (South), West Bengal
- MS Word, PowerPoint, Excel - Advance Level

**DECLARATION:**

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief.

DATE:

(ARUNIMA HAZRA)