

Curriculum Vitae

Megha M Kotian

Manama, Kingdom of Bahrain

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Objective

To work in a Dynamic and challenging environment, where I will use my innovative skills and will work with complete dedication to contribute towards the growth and development of the organization.

Academics Details

- **Bachelor's Degree in Civil Engineering** from Visvesvaraya Technological University, Belgaum, India.
- **PRE-UNIVERSITY COURSE (PCMC)** from Atomic Energy School, Kaiga, India.
- **SSLC** from Atomic Energy School, Kaiga, India.

Inter-Personal & Technical Skills

- Participate in the analysis, deployment, implementation and maintenance of technical policies and procedures.
- Ability to motivate and inspire confidence in the team and maintain team spirit.
- Hardworking, multitasking and dedicated to the companies objectives.
- Excellent Communication Skills with a neat Administrative Capability.
- Proactive and assertive leadership with ability for motivating people to achieve organizational goals.

Domain Skills

- Auto Cad – EduCADD Learning Solutions, Udupi.
- 3DS Max – EduCADD Learning Solutions, Udupi.
- MS Excel, MS Power Point, MS office, MS Outlook.

Professional Experience

1. Organization: Dream Zone School of creative studies.

Role: Faculty in Interior Designing.

Period: December 2018 – October 2019

Duties & Responsibilities:

- Delivered lectures on Interior Design subjects & Drafting as per established school curriculum.
- Monitored student's progress and maintained accurate records.
- Guiding Students for Projects and Competitions & Model Making.
- Organizing workshops.
- Arranging industry- academy interfaces.
- Did professional field-trips along with students.
- Documentation
- Managing Events & Software Trainings.

Academic Project

Name: Renovation of MALPE Harbour.

Role: Team Leader

Description: The main objective of the project is to Renovate MALPE Harbour.

Strengths

- Flexible with Work Environments and Having good communication skills.
- Able to work independently as well as Team member/Team Leader.
- I believe in Hard as well as smart working.
- Very optimistic and have a friendly Personality.

Personal Details

Date of birth : 11 October 1996

Nationality : Indian

Academic Qualification : Bachelor of Civil Engineering.

Institution Name/University : Shri Madhwa Vadiraja Institute of Technology & Management, Udupi /
Visvesvaraya Technological University Belgaum, Karnataka.

Total Experience : 11 Months.

Current Location : Manama, Kingdom Of Bahrain.

Languages Known : English (Fluent), Hindi.

Interests : Listening Music, Sports, Dance and Travelling.

Husband's name : Roshan Sundar Karkera

Husband's CPR Number : 920248608

Husband's Occupation : Sales Manager at Al-Haddad Bosch S.P.C

Contact Number : +973 34295473

Passport Details

Passport Number : T0519122

Date of expiry : 01/01/2029

Date:

Place: Bahrain

[Megha M Kotian]