

# Curriculum Vitae

## Dr. Swati Vijay

PhD , MBA (HR) | M.E. (Computer Engg.)

✉: Flat No 45, Building No A2-2, Girija Shankar Vihar Society, Karvenagar, Pune,India

☎: +91 9860383390/ ✉: swativijay@gmail.com : <http://swativijay.wix.com/curriculum-vitae-r>



## HR & OPERATIONS PROFESSIONAL

*(Offering more than 21+ years of teaching and industry experience)*

To seek challenging assignments in Teaching, Training and Research functions with a progressive and growth oriented organization / institute

## Professional Overview & Major Contributions – Across Career

- ☑ **Rank holder in academics** and a self starter with proven record of achieving targeted goals. Over **20+ years** of quality experience containing Teaching, Research, Training & Development, and Administration in computer science, Human Resource Management and Operations Management Field
- ☑ A dedicated, resourceful and innovative instructor, who strives to help students change marginal grades into good grades, supports colleagues and administration in facilitating intellectual growth by creating an atmosphere of mutual respect and open communication.
- ☑ Received **Research Grants** for University funded projects. An ardent Researcher who has undertaken many research projects which have been published International and National Level
- ☑ Recipient of **Best Paper Awards** for the research work published in International Journal of Human Resources Management. Recipient of other three numbers of **Best paper awards** for the research papers presented in three different National conferences
- ☑ Successfully conducted / attended Attended **AICTE sponsored FDPs** , Guest lectures, organized workshops, seminars, conferences within and outside organization was core committee member for applying and getting NAAC Accreditation for the institute.
- ☑ **Editorial Board member** of International Journal of Human Resource Management
- ☑ Successfully completed three different **NPTEL Online Certification courses in Leadership, Human Resource Development and Human Resource Management** and by IIT Kharagpur- Initiative by Ministry of HRD , Govt. of India
- ☑ **Six Sigma Black Belt** Candidate Certificate holder and currently coordinator & SPOC at institute level for organizing **Six Sigma Green Belt** Course batches for students and faculties.
- ☑ Successfully completed Cambridge University's Business English Communication (**BEC**) **Vantage Certificate examination**
- ☑ **Chaired session** in National Conference and Member of Jury for National Level Techno- Management symposium & Resource person/ expert in preparing course material for Computer Subjects for High School Level (Std 5th to std 10th) as **per CBSE pattern** for **Sinhgad Spring Dale schools**
- ☑ Approved PhD research guide by Pune University

## Professional Experience

July 2019 – till date	RMD Sinhgad School Of Management Studies, Dean (MBA)
July 2005 – June 2020	Sinhgad College of Engineering, Pune, India Associate Professor (Dec 2016 onwards), Asst. Professor (Aug 08 to Nov 16)
Jun 2002 – Apr 2005	Pallavan College of Engineering, Tamil Nadu , India- Sr. Lecturer
Jun 2000 – Mar 2002	Naval Public school, Visakhapatnam, India , PGT Computers
Feb 2000 – Jun 2000	NIIT, India, Faculty
Apr 1992 – Aug 1995	University of Pune, India, Programmer
Aug 1991 – Mar 1992	National Defense Academy, Khadakwasla , Pune - India, Lecturer
Nov 1990 – Aug 1991	Yashwantrao Chavan Maharashtra Open University - India, Tr. Programmer

## Academic Credentials

PhD	SGB Amaravati University	2016	PhD awarded
M.E. (Computer Engg)	Pune university	2010	66.5%
MBA (HR)	IGNOU, Delhi	2007	60.95%
B.E. (Comp. Engg)	Amaravati University	1990	72%

## Professional Trainings

NPTEL certification course from IIT Kharagpur in	i) Human Resource Development	Nov 2017
	ii) Human Resource Management	May 2018
	iii) Leadership	Dec 2019
Six Sigma Black Belt candidate course	AIQM	May 2015
BEC Vantage Certificate course	Cambridge University	Jan 2014
QMS Lead Auditor Training Course	British Standards Institution (BSI)	Aug 2010
Six Sigma Green Belt Certification	AIQM	Nov 2009
PG Diploma in Management	IGNOU, Delhi	2006
PG Diploma in H R Management	IGNOU, Delhi	2005
Diploma in Management	IGNOU, Delhi	2004
Certificate of Advanced Software Engineering	Tata Unisys Limited Cochin	1998

## Research Publications

- ✓ Swati Vijay, Chaitrali Isave (Feb 2020),” Analysis of Performance of National Service Scheme (NSS) Units from Student Perspective at Various Graduation Colleges in Pune City, 68,*Our Heritage Journal*,(Impact Factor 6.8)
- ✓ Swati Vijay, Snigdha Sonawane (Feb 2019), “ A study of students’ perception about Industry Institute Interaction activities at selected management institutes in Pune with special reference to MBA Programme“, *International Journal of Research and Analytical Reviews*, 6(1) , 25-31, (**Impact factor 5.75**)
- ✓ Swati Vijay(Feb 2019), “A study of work related factors affecting employee satisfaction in selected hardware wholesales and traders in Pune”, *AJANTA- International Multidisciplinary Quarterly Research Journal*, 8(1), 189-198 (sji **Impact factor 5.5**)
- ✓ Swati Vijay, Sayali Gilbile (May 2018), ” A study of perception of employees regarding workforce diversity at selected educational institutes in Pune city”, *International Journal of Business and General Management*, 7(3),85-94, (**Impact factor: 5.9876, NAAS: 3.51**)
- ✓ Swati Vijay(June 2017),”A study of multi perspective issues for employment of Management Graduates under Pune University with special reference to MBA Program”, *International Journal of Business Management and Research*,7(3), 23-32,(**Impact factor: 6.9, ICV: 63.19, NAAS: 3.43**)
- ✓ Swati Vijay(2016), “A study of Economical impact of Entry of organised retailers on unorganised retailers with special reference to Maharashtra State “,*International Journal of Management*, 7(4), 1-16, (**Impact factor 8.1920**)
- ✓ Swati Vijay, Abbas Sadikot (2016),”Implementation of Jut in Time for Inventory Management at Kazi Industries, Pune”,*DAWN – Journal for Contemporary Research in Management*, 3(1), 56-65 ),(**Impact factor 1.2732**)
- ✓ Swati Vijay (2015), “A study of impact on Employment in organised and unorganised retail sector with special reference to Maharashtra state”, *International Journal of Human Resources Management*, 4(2).1-10 ),(**Impact factor: 1.9045, SNIP : 0.749, IPP: 1.131, SJR: 0.718, ICV: 3**)
- ✓ Swati Vijay (2015), “Buying behavior of customers with retailers in Maharashtra”, *International Journal of Retailing And Rural Business Perspectives*, 4(1), 1458-1466 ),(**Impact factor: 5.02, SJR: 5.02**)
- ✓ Swati Vijay, Chaitanya Kale (Feb 2015), “Lean Implementation by Executing Self Running Loop in MFN-1 Shop Floor at Bosch Ltd. Nashik”, *Chronicle of the Neville Wadia Institute of Management studies and Research*, Vol IV, pp 39-45.(**Impact factor 2.358**)
- ✓ Swati Vijay, Nidhi Bhat (2014), "Inventory Reduction and Accurate planning of the Material at Larsen &Toubro limited, Powai, Mumbai", *IOSR Journal of Business and Management (IOSR-JBM)* , 19-25 (**Impact factor 1.219**)

- ✓ Swati Vijay, Mayuri Kalane (2014), "Designing of Screening Test for Entry Level Engineers at Sudarshan Chemicals, Pune", *IOSR Journal of Business and Management (IOSR-JBM)*, 75-80 (**Impact factor 1.219**)
- ✓ Swati Vijay, Priya Kumari (2014), "Vendor management in recruitment process and generalist HR activities at HDFC Standard Life, Pune", *International Journal for administration in Management, Commerce and Economics*, 3(2),78-85 (**Impact factor 1.031**)
- ✓ Swati Vijay (2013), "FDI in India : Technology trends with organized retailers", *FDI issues and prospects*, ISBN : 978-81-910118-5-2, 192-200.
- ✓ Swati Vijay (2012), "Information Technology in HRM- a Role changer and a competitive advantage", *International Journal of Advances in Management Tech. & Engineering Sciences*, I(VI), pp 118-121
- ✓ Swati Vijay (2012), "E-tailing: Issues and strategies for business growth", *Journal Anveshan*, 2(1), 38-42
- ✓ Swati Vijay, Mrunmayee Deshpande (2011), "Effectiveness of Performance Management System to identify needs of employees at Datamatics Global services limited", *Dimensions 2011: Business Strategies for Emerging Market*, ISBN: 978-93-5024-792-1, pp 52-58
- ✓ Swati Vijay, Kshitij Patil (2011), "Vendor Relationship Management for optimizing production plan through implementation of milk run at FIAT India Auto Ltd", *Diversity To Inclusiveness: The Corporate Initiatives*, ISBN 978-81-921468-0-5, pp 248-253
- ✓ Swati Vijay, Ashish Umale (2011), "A study on improvement of efficiency and effectiveness of VWLC2 assembly line to produce harness", *Diversity To Inclusiveness: The Corporate Initiatives*, ISBN 978-81-921468-0-5, pp 235-241
- ✓ Swati Vijay, Bharati Vasgi (2009), "XCG a tool for XSL Code Generation", *International Seminar Proceedings IT in Academics*, ISBN: 978-81-8488-232-2, pp 246-249

## Conferences/Workshops / Seminars attended

Sr. No.		
1	National Conference – Futurism 2019	27 to 28 Feb 2019
2	National Conference on Strategic Leadership & Org. Development in India	20 to 22 Feb 2019
3	National Conf. on Strategic Innovation and Entrepreneurship for Development	11 to 12 Jan 2019
4	Training Program on "Payment of Bonus act- Ammendments & Judicial Interpretation"	6 <sup>th</sup> Oct 2018
5	ISTD – One Day Programme on "Management Games & Exercises"	29 <sup>th</sup> July 2018
6	AICTE sponsored two weeks Faculty Development Programme on Case Method	11 <sup>th</sup> to 23 <sup>rd</sup> Dec 2017
7	Intellectual Property Management and Patent Lifecycle Management (IPM & PLM)	Nov 2017
8	Innovation 2017	17 <sup>th</sup> Nov 2017
9	International conference on Recontouring Business	22 <sup>nd</sup> to 23 <sup>rd</sup> Jan 2016
10	International conference on Knowledge, culture and change in organizations	24 <sup>st</sup> to 25 <sup>th</sup> Feb 2015
11	International conference	21 <sup>st</sup> to 22 <sup>nd</sup> Feb 2014
12	National Conference on FDI issues and prospects	17 <sup>th</sup> to 19 <sup>th</sup> Jan 2013
13	National Conference "Confluence 2012"	17 <sup>th</sup> to 19 <sup>th</sup> Jan 2013
14	FDP on Research Aptitude	2 <sup>nd</sup> to 6 <sup>th</sup> Jan 2013
15	Quality Management System ISO 9001-2008 Lead Auditor certification course	26 <sup>th</sup> to 30 <sup>th</sup> July 2012
16	ICCTCMECAT 2012 International Conference	23 <sup>rd</sup> to 25 <sup>th</sup> Mar 2012
17	Corporate Governance and Sustainability National Conference	1 <sup>st</sup> to 3 <sup>rd</sup> Mar 2012
18	Innovation Management- Matriz, Level 1 Certification Program in Innovation:	4 <sup>th</sup> to 8 <sup>th</sup> July 2011
19	INCON VI International Conference	12 <sup>th</sup> to 13 <sup>th</sup> Mar 2011
20	Dimension 2011, National conference on Business Strategies for Emerging Market	25 <sup>th</sup> to 27 <sup>th</sup> Feb 2011
21	National Conference on Diversity to inclusiveness : The corporate initiatives	20 <sup>th</sup> to 22 <sup>nd</sup> Jan 2011
22	Managing in New world order, International conference	30 <sup>th</sup> to 31 <sup>st</sup> Jan 2010
23	International conference on Global Meltdown- Opportunities and challenges	20 <sup>th</sup> to 21 <sup>st</sup> Mar 2009
24	International Seminar on IT in Academics	20 <sup>th</sup> to 22 <sup>nd</sup> Feb 2009
25	Infosys Campus Connect soft skill workshop	28 <sup>th</sup> to 30 <sup>th</sup> Jan 2009
26	Recent Trends in Management Research	17 <sup>th</sup> to 17 <sup>th</sup> Nov 2008
27	Short Term Training Programme on .NET Technologies (AICTE Approved)	24 <sup>th</sup> to 28 <sup>th</sup> Nov 2005
28	Short Term Training Program on multimedia and web technologies	19 <sup>th</sup> to 24 <sup>th</sup> July 2005

## Resource Person outside

Topic	Department / Institute	Period
SPPU Syllabus Setting	SPPU	May 2020
HRM Syllabus FDP and Case study FDP	STEs Level	Aug 2020
Leadership & Team Building	Dept. of E & TC, SCOE, Pune	1 Day
Quality Management Practices in Library Service	FDP on Library Sciences	1 Day
Management Fundamental & Introduction to MIS	Sinhgad Inst. of Science(BBA Course)	2 Days
Change Management and Stress Management	National Level FDP on Library Sciences ,	Mar 2013
Technology Management and Organizational Behavior	Dept. of Biotech, SCOE, Pune	Apr 2011
Series of guest lectures on Principles of Management, Group Dynamics , Team Building	ME(computer Network) Dept. of Computer Science , SCOE , Pune	Oct 2010 to Nov 2010
Industrial Management	Dept. of Biotech , SCOE , Pune	Apr 2010

## Projects Guided

Management	HR : Training and Development , Performance Appraisal , Workforce Diversity, Knowledge Management , Recruitment Process, Inventory Management,, Quality Management
Technical	Online transaction , Database , Networking Web technology , Computer Graphics , Application software

## Major Subjects Taught & Teaching Tools used

<b>Management</b>	Strategic Human Resource Management Learning and Development Organizational Behaviour Human Resource Management Supply Chain Management Personality Development Management Fundamentals Manufacturing and Op. Management Management Information Systems Industrial Relations Change Management Total Quality Management Productivity Management MS- Excel and Advance MS- Excel	<b>Tools used for Students Participative Learning method</b> <ul style="list-style-type: none"> <li>➤ Case Study</li> <li>➤ Role Play</li> <li>➤ Learning Diary</li> <li>➤ Group Discussions</li> <li>➤ Field Visits / Industry Visits</li> <li>➤ Scrap Book</li> <li>➤ Thematic Presentations</li> <li>➤ Small Group Activities</li> <li>➤ Literature Review</li> <li>➤ Quiz</li> </ul>
	<b>Engineering</b>	

## Extra Curricular Activities

- Won various prizes in dramatics at school , college level and defense organization
- Hobby includes playing badminton , reading literature