

# CURRICULUM VITAE

## **MR. ANTONY NITHYANANDAM**

B.A. (English), M.A. (English.), M. Phil. (English.), B. Ed., (English),  
M. Sc. (Psychology)

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**Mobile:** 0775496253

**Address:** Seenthipanthal (Near Our Lady of Lourdes Church), Ilavalai, Jaffna

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### **Career Objective**

- To deliver effective performance to the organization/institution through continuous learning and hard work
- To attain higher level of professional competencies to progress in the respective field

### **Skills Gained**

- ◆ Teaching English Language and Soft Skills
- ◆ Tutoring
- ◆ Training (English Language, Soft Skills, Remedial English)
- ◆ Proof-reading and copy editing
- ◆ Leadership skills
- ◆ Good oral and written communication in English and Tamil
- ◆ Typewriting in English and Tamil
- ◆ Desktop Publishing

### **Experience**

- ◆ Working as an **Instructor** (Temporary) in the **Department of English Language Teaching (DELT), University of Jaffna, Sri Lanka** from September 09, 2020 onwards.

#### **Responsibilities Hold:**

- Lecturing (Online and Face to Face) on the Four Skills of English Language
- Conducting and Evaluating the In-course Assessments
- Preparing Teaching and Learning Materials
- Actively participating and supporting in all the activities of the department and faculty

- ◆ Worked as a **Management Service Officer** (on contract) at the **Secretariat of the Governor, Northern Province** from May 06, 2020 to September 08, 2020.

**Responsibilities Held:**

- Drafting Letters and E-mails
- Tracking Letters and E-mails
- Attending the Hon. Governor's Meetings & Programmes and Preparing Media Write-ups
- Supervising House Keeping & Maintenance Activities of the Hon. Governor's Bungalow and Circuit Bungalow

- ◆ Worked as an Assistant Professor of English in **Karpagam Institute of Technology**, Coimbatore, Tamilnadu, India from January 04, 2017 to December 31, 2018

**Responsibilities Held:**

- Teaching **Technical English - I** and **Technical English-II** to the first year under graduate Engineering students
- Handling **Communication and Soft Skills Laboratory** for the third and fourth year under graduate Engineering students.
- Handling **Listening and Speaking: Interpersonal Skills** Laboratory for the second year under graduate Engineering students.
- Acted as a **Tutor**
- Member of the National Assessment and Accreditation Council (NAAC) Committee, Website Updation Committee, Monthly Activity Report Committee, Entrepreneurship Development Cell, Women Empowerment Cell, Minutes of the Meeting Committee

- ◆ Worked as a **Quality Specialist** in **RR Donnelley Pvt. Ltd.**, Chennai from January 21, 2008 to October 26, 2016

**Responsibilities Held:**

- Training the newly employed staff in English language and communication, soft skills and remedial skills
- Checking for grammatical, sensuous errors, template styles in word and InDesign, Photoshop, Illustrator and HTML designs and correcting them
- Proof-reading and copy editing

- ◆ Worked as a **Probationary Educator** in **Tutors World Wide Pvt. Ltd. (TWWI)**, Tamilnadu, India from May 2007 to November 2007

**Responsibilities Held:**

- On-line teaching of English Vocabulary, Grammar, Writing and Spoken Aspects to the students of the United States of America

- ◆ Worked as a **Tutor** in St. Joseph's College, Trichy, Tamilnadu, India from July 2006 October 2006 (part time)

**Responsibilities Held:**

- Teaching Remedial English (Vocabulary, Grammar, Writing and Spoken Aspects) to the first year college students

## **Educational Qualification**

| <b>Course/Duration/Class</b>                            | <b>Institution/University</b>   |
|---|---|
| M.Sc. in Psychology (2008 - 2011) - II Class            | <b>University of Madras</b> , Chennai, Tamilnadu, India (External)  |
| M.Phil. in English (2007 - 2009) - I Class              | <b>Gandhigram Rural University</b> , Dindugal, Tamilnadu, India (External)  |
| B.Ed. in English (2011 - 2012) - I Class                | Institute of Advance Study in Education (IASE) - Affiliated to <b>Tamilnadu Teacher Education University</b> , Saidapet, Chennai, Tamilnadu, India (Internal) |
| M.A. in English (2005 - 2007) - I Class                 | St. Joseph's College, Affiliated to <b>Bharathidasan University</b> , Trichy, Tamilnadu, India (Internal)   |
| B.A. in English (2002 - 2005) - I Class                 | St. Joseph's College, Affiliated to <b>Bharathidasan University</b> , Trichy, Tamilnadu, India (Internal)   |
| Higher Secondary (2000) - I Class<br>(Equivalent to AL) | St. Joseph's Boys, Higher Secondary School, Pathyavaram, Arni, Tiruvannamalai District, Tamilnadu, India  |
| High School (1998) - I Class<br>(Equivalent to OL)      | St. Joseph's Boys, Higher Secondary School, Pathyavaram, Arni, T.V. Malai District, Tamilnadu, India  |

## Professional and Technical Qualification

| Course/Duration/Class  | Institution/University  |
|--|---|
| An NPTEL Online Certificate Course in <i>Developing Soft Skills and Personality</i> (August to October 2018) - Elite     | <b>Indian Institute of Technology</b> , Kanpur, India   |
| A Diploma Course in <i>Effective Communication</i> (January to June 2006) - I Class                                      | <b>St. Joseph's Institute of Management (JIM)</b> ,<br>St. Joseph's College (Autonomous), Trichy,<br>Tamilnadu, India |
| <i>Typewriting in English – Junior Grade</i> (30 words per minute) (October to February 2004) – I Class with Distinction | <b>Department of Technical Education</b> ,<br>Tamilnadu, India  |

## Papers Presented

- *Current Trends in Media Communication* in an intercollegiate seminar held at Holy Cross College, Trichy, Tamilnadu, India
- *PPT - A Handy Technology in the Hands of Modern Teachers* in a National Conference on Modern Technology in Teacher Education held at Meenakshi Ramasamy College of Education, Thathanur, Ariyalur, Tamilnadu, India,
- *The Role of Guidance and Counseling in Enhancing the Quality of Teacher Education* in a National Conference held at Kongunadu College of Education, Thottiyam, Trichy, Tamilnadu, India.

## Faculty Development Programmes

- Participated in a **Faculty Enablement Programme on Business Communication and Team Work** conducted by Infosys Private Ltd. at Saranathan College of Engineering, Trichy, Tamilnadu, India from 29<sup>th</sup> May to 31<sup>st</sup> May 2017.
- Participated in a **3-Day Faculty Development Programme for Student Induction** conducted by All India Council for Technical Education (AICTE) at PSG College of Engineering, Coimbatore, Tamilnadu, India from 13<sup>th</sup> July to 15<sup>th</sup> July 2018.

## Workshops and Webinars

- Acted as a **Resource Person** in the **Virtual International Webinar** and delivered a speech on “**Shakespeare for Engineering and Technology**” organized by John Milton English Literary Club at SRMIST, Trichy, Tamilnadu, India on April 23, 2025.
- Acted as a **Resource Person** in the **Virtual International Webinar** on “**English for Workplace and Career Development**” organized by the Department of English, ISBR Group of Institutions, Bangalore, Karnataka, India on July 24, 2021.
- Acted as a **Resource Person** in the **Virtual Two-Day International FDP** organized by the Department of English, Kongu Engineering College (Autonomous), Erode, Tamilnadu, India on July 17, 2021 and delivered a lecture on “**Communication is Culture; and Culture is Communication**”.
- Acted as a **Resource Person** in the **International Webinar** on “**Cross-Cultural Communication: An Overview**” organized by the Department of Languages, IFIM College (Autonomous), Bengaluru, Karnataka, India on June 30, 2021.
- Acted as a **Resource Person** in the **Virtual International Workshop** on “**Proofreading: An Eye for Details (Understanding the Basics)**” organized by the PG and Research Department of English, Nehru Arts and Science College, Coimbatore, Tamilnadu, India on June 19, 2021.
- Participated in an online Workshop on *Blended Learning* organized by AHEAD, Sri Lanka on May 25, 2021
- Participated in a Webinar on *Using Zoom for Online Teaching* organized by The Staff Development Centre, University of Jaffna, Sri Lanka on June 7, 2021.
- Participated in an online Workshop on *Academic Literacy Development* organized by AHEAD, Sri Lanka on June 11, 2021.

## Articles Written

- Written articles on The Metroplus (*The Hindu*, a leading English daily newspaper), Trichy Edition (Tamilnadu, India)

## Awards Received

- **Performance Virtuoso** of the year 2014 from RR Donnelley Pvt. Ltd., Chennai, Tamilnadu, India
- **Inspirers Award** of the Fourth Quarter 2011 from RR Donnelley Pvt. Ltd., Chennai, Tamilnadu, India
- **Rev.Fr. Mathew J Mollel Best Volunteer Award** 2006-2007 in Shepherd Programme at St.Joseph's College, Trichy, Tamilnadu, India
- **Special Award 2006-2007 of Communication Club** at St. Joseph's College, Trichy, Tamilnadu, India

## Hobbies

- ◆ Photography
- ◆ Traveling

## Extra-Curricular Activities

- ❖ Organized a free **Eye Check-up Camp** for 11 Panchayat Union Primary and Middle School Students of Manikandam block in Trichy and Pudukottai districts in collaboration with the Lions Club of Srirangam, Joseph Eye Hospital, Trichy, and Trichy District Elementary Education Department, Tamilnadu, India from 8<sup>th</sup> January to 12<sup>th</sup> January 2007
- ❖ Participated in the National Service Scheme (**N.S.S.**) **National Integration Camp** held at **Lucknow University, Uttar Pradesh, India** from 14<sup>th</sup> October 2004 to 20<sup>th</sup> October 2004
- ❖ Participated in the National Service Scheme (**N.S.S.**) **Camp** at Pothavur, Trichy district, Tamilnadu, India from 30<sup>th</sup> April 2003 to 09<sup>th</sup> April 2003
- ❖ Participated in the National Service Scheme (**N.S.S.**) **Camp** at Keerikalmedu, Trichy district, Tamilnadu, India from 14<sup>th</sup> November 2002 to 23<sup>rd</sup> November 2002
- ❖ Participated in National Service Scheme (**N.S.S.**) **Camp** at Mudayur, Thiruvannamalai District, Tamilnadu, India from 24<sup>th</sup> September 1999 to 3<sup>rd</sup> October 1999

## **Personal Profile**

Date of Birth : 21-03-1982  
Sex : Male  
Civil Status : Married  
Nationality : Srilankan  
Religion : Roman Catholic  
National Identity Card Number : 198208110077

## **References**

Available upon request

## **Declaration**

I do hereby confirm that all the information provided here is true to my knowledge.

(Mr. A. Nithyanandam)