

Curriculum Vitae

CONTACT INFORMATION

Name: Mrs. Lalitha S. Naidu

Designation: Assistant Professor (Ad-hoc), AISSMS College of Business Administration, Pune

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PROFESSIONAL SUMMARY

University-approved Assistant Professor with 12+ years of teaching experience and 7 years of industry exposure in Finance and Accounting. Demonstrated expertise in delivering certificate to graduate-level programs with innovative pedagogical approaches. Proven track record in academic administration, including examination coordination, staff supervision, curriculum development and institutional management. Currently pursuing Ph.D. in Finance from Pune University while actively contributing to research, faculty development, and student mentoring.

KEY COMPETENCIES

- Academic Administration and Instructional Leadership
- Curriculum Development and Assessment Design
- Educational Staff Supervision and Mentoring
- Examination Management and University Compliance
- Multilingual Communication: English, Hindi, Marathi, Kannada, Telugu
- Bookkeeping, Accounting, and Financial Documentation

EDUCATIONAL QUALIFICATION

Qualification	Specialization	University/Board	Year
Ph.D.	Finance	Savitribai Phule Pune University	Pursuing
M.Phil.	Finance	CSIBER, Shivaji University	2023 (Grade A)
MBA	Finance	University of Mysore	2013 (Grade A)
BBM	Finance	University of Mysore	2011 (Distinction)
12th	Commerce	Government of Karnataka	2008 (First Class)
10th		Karnataka Secondary Education	2006 (First Class)

TOTAL WORK EXPERIENCE

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- Teaching Experience: 12 years (2014–Present)
- Industry Experience: 7 years (2013–2022)
- Total Professional Experience: 19 years

INDUSTRY EXPERIENCE

Organization	Designation	Period	Duration
Shree Ram Tyres, Kolhapur	Accounts In-charge	2016–2022	6 years
Techmill Technologies	Business Consultant	2013–2014	1 year

TEACHING EXPERIENCE

Institution	Designation	Period	Duration	Approved
AISSMS CBA, Pune	In-Charge Principal (Assistant Professor)	2023– Present	3 years	Yes
Vishwakarma University, Pune	Visiting Faculty	2022–2023	1 year	-
Bharati Vidyapeeth IOM, Kolhapur	Visiting Faculty	2017–2022	5 years	-
ICAI, Kolhapur	Facilitator	2020–2022	2 years	-
GIMDS	Faculty	2014–2016	2 years	-

SUBJECT EXPERTISE

Core Areas: Finance and Management

Courses: MBA, BBA

Subjects Taught:

- Financial Accounting, Business Accounting, Management Accounting
- Cost Accounting, Business Cost Accounting
- Finance Operations, Business Information System
- Start-ups and Innovation, Business Communication Skills

ACADEMIC CONTRIBUTIONS

Invited as Resource Person

Date	Institution	Event	Topic	Role
04/02/2026	AISSMS IOM	Flames Academic Illuminai	Case Study Competition	Judge
16/10/2025	Ness Wadia College	University Viva	Supply Chain Management	Examiner
13/05/2025	Garware College	Semester Exam	Retail Operations	Paper Setter
14/02/2024	AISSMS IOM	Flames	Silver Screen Day	Judge

Faculty Development Programs

- Data-Driven Research Excellence: From Sampling to Reporting – Ideal Institute (11–16 Dec 2025)
- Essentials of Research Paper Writing – Madanbhai Sura Institute (20–24 Jan 2025)
- Ethical AI in Research – Mangalmai Institute (23–28 Dec 2024)
- Effective Teaching Practices (NEP 2020) – MIT College of Management (26–30 Dec 2023)
- Research Methodology – Vidyavardhaka College of Engineering (14 Mar 2015)

Conference Participation

- "An Analytical Study on Impact of FDI on Indian Economy" – CSIBER, Kolhapur (24–25 Mar 2023)

ADMINISTRATIVE RESPONSIBILITIES

Examination Coordination (2023–Present)

- **Internal Senior Supervisor, AISSMS CBA**
 - Coordinated with external supervisors and university authorities ensuring examination protocol compliance
 - Supervised secure dispatch of answer sheets to Savitribai Phule Pune University.
 - Managed Viva Voce examinations including attendance, remuneration processing for examiners
 - Monitored examination staff and student attendance during examinations
 - Managed examination stationery with barcode systems, procurement and custody
 - Prepared invigilation schedules and assigned duties to Junior Supervisors
 - Conducted training and briefing sessions for examination staff

Other Administrative Roles

- Event Coordinator for BBA Orientation "Flares" (3 years)
- Overall events head ensuring smooth conduct of college activities
- Seminar Co-coordinator for academic seminars
- Academic calendar and annual report preparation
- Staff supervision and performance evaluation (3 years)