



PAUL KANTHI MOHANTI

Training Expert



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WORK EXPERIENCE

Experienced

AGE

36

ABOUT ME

Developed and administered **training** programs for employees, assessed **training** and development needs for organisations, helped individuals and groups develop skills and knowledge, created **training** manuals, presented in-person **training** sessions, monitored **training** for effectiveness.



Education

• Bachelor Of Technology, Computer Science and Information Technology

A.A.C.E.I.T.

JNTU, Hyderabad

Visakhapatnam, Andhra Pradesh

Graduated, April 2007



Work Experience



May 2007 - May 2008

CSE & Trainer (Process : Dell USA)

Sutherland Global Services

Chennai, Tamil Nadu

- Started as CSE handling calls for the major computer provider Dell in the USA.
- Best Employee Award received in the organization.
- Eventually got promoted to the Trainer level to train newcomers on process knowledge.
- Was rated the best Trainer in the entire process during a quarter.



June 2008 - December 2008

Trainer

Rise n Shine Consultancy Services

Visakhapatnam, Andhra Pradesh

- Co-Partnered the Company to turn into a Profit making organization
- Worked as a trainer for the new students or people aspiring to be employees of English related corporates.
- Trained in various p[er]sonality development related and communication-related modules.
- Worked on improving the skillset of weak students thereby turning them into challenges in the corporate world.



January 2009 - January 2011

CSE & Trainer

HSBC EDP India Pvt. Ltd
Visakhapatnam, Andhra Pradesh


- Worked on various Fraud related detection and prevention systems
- Worked on chargebacks to make sure that the customers are well satisfied.
- Saved the company from bearing losses in crores
- Worked as a trainer in training, assessing and reviewing the new joiners to be floor ready.
- Received many **Best Employee** awards.

 January 2011 - January 2013

Sr. CSE and Trainer

Tech Mahindra (Hutchison 3 Global Services)
Pune, Maharashtra

- Handled Calls with proficiency
- Awarded with Best Employee Award many a time.
- Turned irritated customers into satisfied customers easily.
- Gave the best as a Trainer.
- Worked towards getting new joiners as well as existing employees up to date with the latest in process knowledge.

 December 2013 - September 2014

Team Manager

Ajuba Healthcare
Chennai, Tamil Nadu

- Had to deal with teams in handling various issues between patients, doctors and insurance companies.
- Awarded as the **Best Employee** in the company.
- Managed the teams in being the best throughout the company for many a month.

 January 2015 - October 2016

Sr. Training Manager

Global Education Pvt. Ltd (Raisoni Group of Educations)
Nagpur, Maharashtra

- Head of Training for 5 different Engineering, Polytechnic and Management Colleges within the Raisoni group.
- Handled very Training sessions for the students.
- Arranged Guest Lectures by experts for the students.
- Handled placement activities for the students of all types of institutions.
- Trained the Teachers, Principals and staff of all colleges to bring the standard of Quality of the colleges to their highest level.
- Proud to say that many students who got guided personally by me are in various high-level jobs in high paying corporates.

 January 2017 - July 2017

Training Manager

Edubridge career Pvt. Ltd
Nagpur, Maharashtra

- Head of Training for 7 different Training centres spread across Vidharbha district.
- Handled many batches within the centres located.
- Monitored, assessed and reviewed the students being trained from time to time to make sure that the quality of training is being maintained.
- Trained the Trainers on various procedures related to Training
- Guided the Trainers as well as students thereby helping the final outcome of the training successful.
- Monitored, assessed and reviewed the performance of trainers
- Gave feedback to Trainers in areas concerned.
- Helped in Hiring of various trainers for various centres depending on vacancy.

- Managed the recruitment process of students by helping the placement manager in giving the best jobs to the students
- Submitted infographic presentations to the company management every quarter.

 October 2017 - June 2018

Sr. Operations/Marketing Manager

Vraksh Resort

Nagpur, Maharashtra

- Joined through Reference and Request
- Increased the Revenue of the company by 80%
- Took managerial decisions whenever needed.
- Handled customers making sure they have a smooth vacation at the Resort
- Handled the operations of the Resort in both financial and administrative aspects
- Trained and monitored the staff on various disciplinary issues.
- One man management handled smoothly

 September 2017 - August 2018

Freelance Trainer

GST ki Pathshala

Nagpur, Maharashtra

- Trained many students on various modules related to Comm. Skills, Interview Skills, Personality Development and Computer Skills
- Gave managerial suggestions whenever the company requested of me.
- Improved the standards of the students from beginner to advanced stage by the end of training.

 August 2018 - May 2019

Director

Shankarlal Jalan Foundation

Nagpur, Maharashtra

- Managing the institute in all directorial aspects
- Taking decisions related to finance, students and administrative work
- handling various projects through the Government of India and corporates
- Handling various training sessions related to Banking, Retail, Tally, GST and many more projects.
- Overseeing the duties of staff and trainers in the company.

 June 2019 - March 2020

Training Head

Lighthouse Info Systems

Nagpur, Maharashtra

- Mapping out training plans and schedules, designing and developing training programs (outsourced or in-house) for corporate, HR training and more
- Choosing appropriate training methods per case (virtual, simulated, mentoring, on the job training, professional development classes, etc)
- Marketing available training opportunities to employees and providing necessary information
- Communicating with managers to identify training needs and mapping out development plans for teams and individuals.
- Responsible for managing, designing, developing, coordinating and conducting all training programs.
- Have experience with various training methods, including on-the-job coaching, mentorship programs, and e-learning.
- Experience with different projects, like management training and soft-skills development.
- Familiar with the instructors, equipment and educational material requirements for each project.
- Ultimately, to oversee all professional development at our company.

 April 2020 - Current

Chairman

International Learning and Development Association
Nagpur, Maharashtra

- Assumed the role of Chairman through a proper election
- In charge of Training operations and building Training networks in both India and abroad
- Making sure that Trainers all over the world have a proper go-to source



May 2021 - Current

IELTS Trainer

UFaber - IELTS Ninja
Nagpur, Maharashtra

- Providing freelance IELTS Training to students from all over the world
- Awarded the Best Trainer Award consecutively for 2 times in a row
- Gained knowledge, implemented the learnings and even helped a lot of trainers in being the best in IELTS



Training and Certifications

- Train the Trainer, Dale Carnegie, 2015
- Train the trainer, Edubridge, 2016
- Train the Trainer, Global Education Pvt Ltd, 2015
- Banking (BFSI- BCBF) Trainer, NSDC Edubridge (Government of India), 2016
- Retail Trainer, NSDC Edubridge (Government of India), 2016
- Jewellery Trainer, NSDC Edubridge (Government of India), 2016
- CRM (Voice and Non-Voice) Trainer, NSDC Edubridge (Government of India), 2016
- Telecaller - Trainer, NSDC Edubridge (Government of India), 2016



Skills

- Team oriented and results driven.
- Project Management.
- Public Relations.
- Proven Leader
- Effective Guide
- Can make Friends in moments
- Problem Solving Skills
- Adaptive to any Situation
- Proven skill in training
- Efficient and Responsible for time related jobs
- Proficient with curriculum planning and storyboarding
- Executing needs assessment
- Sythesizing creative learner-centred solutions
- Designing learning goals and assessment tools congruent to targeted demographics
- Designing intuitive content and end user adoption videos



Computer Proficiency

Operating Systems

- MS-Windows 95 -10 ●●●●●
- Mac ●●●●●

Software

- Java, J2EE ●●●●●
- MS-Office ●●●●●



Languages

- ENGLISH ●●●●●
- Telugu ●●●●●
- Hindi ●●●●●



Personal Interests

- Thrilling Literature
- Long Drives
- English Development
- Befriending People



Personal Details

Father's Name:	Mr. K. John C. Patnaik	Marital Status:	Married
Birthday:	01/09/1985	Nationality:	Indian
Gender:	Male	Passport No.	U3337281, Expires 09/07/30

Address: Flat 204, Jasmine
Shiv Elite Township, Shankarapur
Nagpur - 441108
Maharashtra

Declaration

I, Paul Kanthi Mohanti, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.

Nagpur , Maharashtra

Paul Kanthi Mohanti

