

DR.ABDUL RIZWAN SHARIFF

DIRECTOR AL-AMEEN RESEARCH FOUNDATION

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TEACHING | EDUCATION | ADMINISTRATION

Professional Profile

A dedicated, resourceful and innovative educationist and student mentor with over 13 years of recognizable experience in creating innovative teaching techniques, understanding the psychology of students, communicating accordingly and teaching various subjects. Holds exemplary skills in creating effective methods of classroom instruction and management techniques. Extensive experience in employing modern study methods to teach along with the planning, organizing, coordinating and monitoring all types of curricular and co-curricular activities for development personality of students. Strong & excellent academic standing with knowledge of teaching practice with a verifiable record of success in nurturing as well as fostering student's development to their utmost potential.

Professional Experience

Jul 2012 – Present: Al-Ameen Institute of Management Studies

Affiliated to Bangalore University and approved by AICTE and ISO certified Institution; Al-Ameen Research Foundation; Al-Ameen Educational Society.

Growth Path:

March 2014-Director Al-Ameen Research Foundation

Feb 2015 – Present as Vice-Principal and Associate Professor

Nov 2012 – Feb 2015 as Lecturer for MBA

Jul 2012 – Nov 2012 as Lecturer for BBA Department.

Month Year – Jul 2012: Dreamlite International Pvt Ltd. as Accounts Executive

Jul 2007 – Month Year: LKP Shares as Branch Manager

Notable Highlights/Significant Assignments

- ❖ Served as a Coordinator for Indira Gandhi National Open University (IGNOU) at Al-Ameen degree college study centre.
- ❖ Facilitated support as a Co-ordinator for Maulana Azad National Urdu University (MANUU) at Al-Ameen degree college study center.
- ❖ Assisted as an Examiner and Evaluator for MBA and BBA course of □ Governing council Member for, Al Ameen Institute of Management studies
- ❖ Improved and maintained high academic standards in line with the Institute's mission and vision by involving and working in tandem with the academics as the Head of BBA and MBA departments.
- ❖ Spearheaded and managed activities of the Institution and upped the annual intake from 120 seats in both BBM & MBA Courses.
- ❖ Maintained seamless coordination with the research activities by getting affiliation for Al-Ameen Research Foundation from University of Mysore, having 25 scholars working on 4 different subjects.
- ❖ Managed and accomplished Finance and Accounts for both BBA and MBA classes.
- ❖ Improved overall performance by constantly designing and implementing such programs as are necessary to equip the outgoing MBA and BBA students with the additional skill sets the potential employers look for in them.

- ❖ Reinforced training initiatives' in the organization through conducting hands – on – training for faculties and students.
- ❖ Assisted in the implementation of new standard modules of training, keeping abreast of the industry norms.

Domain Skills

- ❖ Developing rapport with individuals at all levels, analyzing the needs and implementing appropriate procedures to achieve school objectives as well as operational excellence.
- ❖ Assessing students and conducting staff meetings for their development; significantly enhance learning environment by acting as a facilitator to promote student leadership.
- ❖ Involved in counseling, curriculum design, channelizing all the working conditions of teachers creating the daily educational program, creating projects, writing statements of assessment.
- ❖ Demonstrating a caring and empathetic attitude, promoting the welfare of the institution by enhancing staff efficiency and productivity.
- ❖ Preparing and facilitating positive children development environment with a warm, caring, friendly and approachable personality and hold ability to work with people from different cultures and backgrounds to plan and coordinate the work.
- ❖ Creating the daily educational program, projects, and statements of assessment and cooperating & supporting parents with the education and guidance of their children.
- ❖ Participating in the flat classroom project as an educator, exploring and implementing new teaching techniques and implementing syllabus, preparing exam schedules and analyzing syllabus contents of the subjects.
- ❖ Maintaining good rapport with parents & conducted parent teacher meetings for providing feedbacks on the child's performance/areas of improvement and counseling them in enhancing their child's personality.
- ❖ Developing and maintaining records and databases on student and program activities, materials, equipment, and supplies and ordered & purchased project supplies and materials for the curriculum.
- ❖ Overseeing basic administrative duties, including recording attendance, maintaining student records with formative assessments and facilitating individual assistance to students, as needed.
- ❖ Responsible for planning, preparing and delivering lessons and marking student's works and give appropriate feedback to pupils.
- ❖ Preparing pupils for internal and external examinations, managing pupils' behavior in the classroom and on school premises.
- ❖ Improving the development of sensory and perceptual motor skills, language, cognition and memory by implementing innovative ideas and strategies while utilizing questioning techniques effectively to facilitate classroom discussions.
- ❖ Managing the entire end to end responsibility of the progress of a class and organizing the classroom and learning resources whilst creating displays to encourage a positive learning environment.
- ❖ Promoting the right values and manners, coordinating activities and resources within a specific area of the curriculum, and supporting Colleagues in the delivery of this specialist area.
- ❖ Establishing a learning environment to meet and enhance the children's needs of emotional, intellectual, social and creative strengths.
- ❖ Instrumental in establishing and maintaining positive relationships with students, parents and colleagues, fostering and environment of open communication and support.
- ❖ Evaluating performance through homework, self-evaluation rubrics, formal tests and quizzes to assess the students' attainment of learning goals.

Additional Roles

- ❖ Chief Superintend for IGNOU Term End Examinations from 2017.
 - ❖ Guest lecturer in commerce Bishop Cotton women's Christian college Bangalore from Jan 2015 – 2016.
 - ❖ Chief Superintend for University of Mysore Examination from 2013.
 - ❖ Deputy superintend for Bangalore University examination from 2013.
 - ❖ Chief Invigilator for Institute of Chartered Accountants examinations. Guest lecturer in commerce and management at Govt First Grade College Frazer town from Aug 2009 – Mar 2010 and Jul 2011 – Oct 2011.
 - ❖ Part time lecturer at RBANM's First Grade College from Jan 2012 – Mar 2012.
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Presentations

- ❖ International Conference on "Challenges of sustainability & growth in Indian Industry" held on December 2012 at BMS College Bangalore.
 - ❖ International Conference on "FDI in India's Retail Fair: Opportunities and Forces" held on September 2013.
 - ❖ National Conference on "Changing scenario of education in India" held in Feb 2013 at Acharaya Bangalore B School.
 - ❖ National Conference on "Multiculturalism in the changing business scenario" held on October 2012 at AIMS Bangalore.
 - ❖ National Conference on "Stress: Killer Pill of Generation Y" held on 18th September at Sri Adichunchangiri college of arts, commerce & science.
 - ❖ National Conference on "Corporate governance & Corporate Social Responsibility" held on 11th October 2013 at RBANM's First Grade College.
 - ❖ National Conference on "Changing dimensions of Commerce & Management Education in the Global Context" held on October 2013 at Hasanath College for Women.
 - ❖ National Conference on "Forms obligation to opportunity on financial inclusion" held on March 2014 at Basudev Somani College Mysore.
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Publications/Seminars/Conferences/Guest Lectures/Projects Handled

- ❖ Organized, Chaired and Participated in several National and International-level Seminars, Workshops & Conferences.
- ❖ Guided and adjudicated MBA & M.Phil. Dissertations of Bangalore University, Dravidian University and Christ University.
- ❖ Delivered lectures on professional management and contemporary issues at various B-Schools and Social organizations.
- ❖ Organized an Interaction meet of the Russian Consulate, Al-Ameen Educational Society.
- ❖ Developed a case study for BMTC on "Turnaround Strategies and Success Story of BMTC" during 2012 – 2013.
- ❖ Published a research paper on "Price Behaviour of Maize and Marketing Challenges of Maize in Davanagere, Karnataka". In International journal of creative research thoughts (IJCRT).
- ❖ Published a research paper on "A Study on Behavior of Market Arrivals and Prices of Selected Cereals in Mysore Region", in International Journal of Business and Management Invention (IJBMI).

- ❖ Scopus Publication on "Area Production and Productivity of Paddy, Maize, Ragi and Jowar in Karnataka" in Journal of architecture & technology Journal, Volume XII, ISSUE VI, June 2020.
 - ❖ Book authored on "Security Analysis and portfolio Management" for Bangalore University Under graduate program.
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Education

- ↪ **Ph.D.**, Tumkur University, on "Behaviour of Market Arrivals, Transactions and Prices of Selected Agricultural Commodities - A Case Study of Karnataka".
 - ↪ **K-SET**, Karnataka State Eligibility Test for Assistant Professors, 2014.
 - ↪ **M.com.** Bangalore University, 2009.
 - ↪ **MBA**, Bangalore University, First Class, 2007.
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Personal Details

Date of Birth: 22nd Mar 1983 | **Nationality:** Indian | **Languages:** English, Urdu, and Hindi.