PROFILE

Name: Mrs. Tresa Xavier

Qualification: M.A. M. Phil (English Literature)

Professional Life Skill and Communication Trainer

(Certified NLP Practitioner; Student and Employee counsellor).

Date of birth: 01.06.1973

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TOTAL TEACHING EXPERIENCE IN LOYOLA

Teaching experience (in Loyola)	2 YEARS (excluding 7 months experience at Loyola Engineering College)
Teaching experience (outside Loyola)	21 years
Total teaching experience	23 years

ACADEMIC HISTORY:

B.A. English, Stella Maris College, Chennai.
Indian Literature in English; Translation; History of English Literature; Indian writing in English
M.A. English, Stella Maris College, Chennai.
Ancillary subjects: English Language Teaching; Journalism; Phonetic Transcription; Indian writing in English; 20th Century and American Literature; Research Methodology.
M.Phil. English, Madurai Kamaraj University, Madurai.
Dissertation: Immigrant experience in the select Novels of JhumphaLahiri.
Schooling- Fatima Matriculation Higher Secondary School, Kodambakkam, Chennai.

TRAINING PROGRAMMES CONDUCTED AND POSITIONS HELD IN THE LAST FIVE YEARS.

1. **Consultant, Trainer, Motivator -** Management and Non Management Staff **: Rajashree Sugars and Chemicals Chennai and Villupuram.**
2. External committee member Sexual Harassment of Women at workplace, Rajshree Sugars and Chemicals Ltd Teynampet, Chennai, since 2017
3. **Communication and Life Skill Training at** Associate Business Service (India) Pvt.Ltd,Central Processing Hub, "Geeyam Techsquare", No.57, Estate Main Road, Off IT Expressway, Perungudi, Chennai-600 096
4. **Communication and Life Skill Trainer** at CTTI (Christian Technical Training Institute)
5. **Employee Welfare Training at MRF Ltd, Arakonam.**
6. **Communication and Life Skill Trainer** at Maven Art Academy, Powerhouse, Chennai (Freelance).
7. **Train the Trainer Programmes** for CEOs, Managers, Team Leaders, *Softlogic Systems (International call center and training academy)* K.K. Nagar Chennai- through Regular and Skype classes for individuals and organisations(freelance).
8. Communication, Voice and Accent Coach, and Life Skill classes for Pre-adult and Post-adult learners- personalized and professional training (freelance).
9. **Guest Faculty** at Savitha College of Engineering; **Loyola –**ICAM College of Engineering and Technology; Loyola Arts and Science College, Nungambakkam(communication class for scholastics); Loyola matriculation school, Kodambakkam, General Cariappa School, Saligramam, Balalok Matriculation Higher Secondary School, Virugambakkam, Chennai; Government Girl's High School, Ashok Nagar Chennai.
10. **Train the teachers and parents** workshops at **Don Bosco Matriculation Higher Secondary School**, Chennai. 2018
11. **Train the teachers** workshops for staff at -Ebinezar International School Ambattur, 2019.
12. Best Communication and Softskills Trainer recognition from Macmillan publications 2019.

EXPERIENCE AND ACHIEVEMENTS-AN ABSTRACT:

- **Consultant Editor** 'Shopper's Digest' Magazine (1990 – 1993)
- **Entrepreneur**, Communication skills Development - Institute for students (1996 – 2000, Ernakulum)
- **Senior Proof reader and Medical Instructor**, AcrisInfomatics, Medical Transcription Unit, Chennai. (2000- 2004).
- **Manager Soft skills**, Softlogic Academy, Chennai -78; from 2004 to 2015.
- **Assistant Professor of English, Loyola** –ICAM College of Engineering and Technology, 2015, (Temporary).
- **English for Communication**-for Scholastics, Loyola College of Arts and Science. Chennai 2016.
- **Motivational speaker and Best speaker recipient** at district & state levels from 1980 to 1996.
- Best script writer, Best director, Best artist award winner from **AnandhaVikadan – Leading Tamil magazine**. (cash award of 50,000; 1996, Representing Stella Maris College, Chennai).
- Astra (Association of soft skill trainers) Certified Communication Trainer.
- Infinithesim – Courses on customer service enhancement.
- Anugraha Certified training on "Healing the Inner Child" Personality development training (2013), Dindukal).
- **Certified NLP Practitioner**, Anugraha, Dindukal. (2015)
- Ramanathan Effective Communication and Personality Enrichment-Certified courses.
- Best Script Writer, Best Director, Best Artist **AWARD WINNER** at **Stella Maris College,** for the year 1993-1994; 1994-1995 and 1995-1996.
- First Prize Elocution competition, awarded by University of Madras, National Service Scheme (1992); Young Men's Indian Association(1993); Life Insurance Corporation of India (1992).