



PRAVEENA.T.P

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OBJECTIVE

Highly motivated, dedicated and passionate to obtain a high level of excellence and growth in professional career with utilization of myself as a resource for challenging jobs and upgrading my skill form. To be epitome of creativity, teamwork and thrive in a fast-paced environment.

SKILLS

Personal skills

- Proactive
- Excellent communicator
- Self-discipline
- Leadership quality

Area of expertise

- Strategic planning
- Team management
- Managerial skill

Technical skills

- Microsoft word
- Microsoft excel
- Microsoft PowerPoint

Language skills

- Malayalam: fluent
- English: fluent
- Hindi: beginner
- Tamil: beginner

EXPERIENCE

FIELD INTERVIWER • DECEMBER 2017 – JUNE 2018

Worked as a field interviewer on the project “NATIONAL SURVEY ON EXTENT AND PATTERN OF SUBSTANCE USE IN INDIA” Organized by ministry of social justice and empowerment with the support of AIMS.

SOCIAL INVESTIGATOR • JULY 2018 - PRESENT

Presently working as a social investigator (under Kudumbashree Mission, Human Arm) for “KERALA CANCER REGISTRY” Project-Palakkad district, organized by Malabar Cancer Center Thalassery and Kerala Government.

VOLUNTEER EXPERIENCE AND INTERNSHIPS

- Worked as a field work trainee in ICDS Centre, Kunnappally in Perinthalmanna.
- Worked as a field work trainee in KIDS (Kottapuram Integrated Development Society) Kodungallur, Thrissur.
- Worked as a field work trainee in Kottayam Social Service Society, Thellakom at Kottayam.
- Worked as a field work trainee in AADI (Attappady Adivasi Development Initiatives) Mattathukad, Attappady.
- Worked as a field work trainee in Center for life skill learning (CLSL).

PROJECT AND SEMINAR CONDUCTED

1. Relationship between single parenting and socialization problems among school going children with special reference to Palakkad District during the year 2017.
2. Presented a paper on “Parental Separation and Development of Children” in the National Conference on Social Work

Technical expertise

- Strong knowledge on rapport building
- Ability to communicate both orally and writing in 2 different languages
- Strong field orientation & basic knowledge on data collecting, mobilization and community development
- Knowledge of PC utilization, word processing & spreadsheet program and application including excel, access etc.

EDUCATION

- MASTER OF SOCIAL WORK FROM CALICUT UNIVERSITY (APRIL 2017)
- BACHELOR OF ARTS FROM CALICUT UNIVERSITY (APRIL 2015)
- HIGHER SECONDARY (HUMANITES) FROM GOHSS PATTAMBI (2010-2012)
- HIGH SCHOOL FROM GHSS CHATHANUR (2010)

REFERENCE

AVAILABLE ON REQUEST

DECLARATION

I hereby declare that the details furnished above are true and to the best of my knowledge

Praveena.T.P

Response to Sustainability in Empowerment and Environmentally Sensitive Development, organized by the Dept of Social Work, Don Bosco Arts and Science college, Kannur.

3. Participated in the National conference on constraints faced by differently Abled women in their access organized by Holly cross Institute.
4. Attended UGC Sponsored National Seminar “Bahuswara-2016- Multiculturalism in Social Work Praxis” at Sree Sankaracharya University of Sanskrit, Kalady.
5. Participated in National Seminar on Transgender Policy of Kerala conducted by the Dept of Social Work, Sree Sankaracharya University of Sanskrit, Tirur Regional Centre and the Social Justice Department of Kerala.
6. Participated in the National Conference on Social Work Response to Sustainability in Empowerment and Environmentally Sensitive Development, organized by the Dept of Social Work, Don Bosco Arts and Science College, Kannur.
7. Participated a seminar on role of social work in child rights & protection organized by Department of Social Justice.

PERSONAL DETAILS

Date of Birth	:	28-11-1994
Nationality	:	Indian
Marital Status	:	Married
Caste & Religion	:	Hindu,Nambiar
Permanent Address	:	Karthika(ho),Kallampad, Melarcodes(po) Palakkad(dist),Kerala-678703