Ms. Bindu Rajan

Lab Instructor, Civil Engineering

Administrative Responsibilities

- Member of Inspection Cell (AICTE & KTU)
- Member of Media and Promotions
- Member of Green Campus
- Member of Women Empowerment Cell
- Member of Website Committee
- Member of Admission Cell
- Member of Consultancy Works in CE Dept.
- Technical & Lab Staff Committee Secretary
- All additional Construction Related Drawing Preparation @CCE
- All the CE Dept. labs documentation

Education Summary

- Diploma in **Civil Engineering**(3Yrs)from Govt. Polytechnic (MTI- Thrissur

- Diploma in **Computer Engineering**(3Yrs) from Govt. Polytechnic(SRP- Valapad)

- Diploma in Special Education Deaf blind **(D.Ed)** (1Yr) from CLARKE International School, Chennai.

Employment History

- ❖ **Teaching Experiences:**

  - ➢ New Keats College, Alagappanagar (Aug 1993-Aug 1995)

  - ➢ DON BOSCO INSTITUTE OF TECHNOLOGY, Mannuthy(Aug 1995-Sep1996)

  - ➢ Govt. Sree Rama Polytechnic, Valapad (Sep 1996-Oct 1997)

  - ➢ Govt. f India (NSIC Technical Training Centre, Chiyyaram, Thrissur)(Sep 1997- Feb1999)

  - ➢ Kerala State Housing Board, Ayyanthole, Thrissur(Apr 1999-Jul1999)

- ➢ Govt. VHSS for the Deaf & Blind, Kunnamkulam(Sep 2001-Jan 2006)

- ➢ Matha College of Engineering & Technology, Paravoor(Aug 2015-Dec 2015)

- ➢ SAHRDAYA College of Engineering, Kodakara (Jan 2015-May 2016)

- ➢ CHRIST College of Engineering, Irinjalakuda (July 2016 onwards ….Cont.)

- ❖ **Gulf Experiences :**

  - ➢ Desert Group LLC, Dubai, UAE (Feb 2007 – March 2010).

  - ➢ Desert Star Electric &Air Condition LLC, Abu Dhabi, UAE(Dec 2010-Oct 2012).

  - ➢ BYNUNA GATE HARDWARES TRADING LLC, Abu Dhabi, UAE (Nov 2012 –Nov 2014).

Specialized Skills

- Auto CAD

- MS Office

- Latex

- Photoshop

- Pagemaker

- Total Station

- ISM (Malayalam Editing Software)

- 3D Sketchup & Lumion

Areas of Interest

- Preparation of drawings in Auto CAD

- All the Administrative jobs like data entry, documentation…etc

- Attending additional skill development courses.

- Listening to Music

- Gardening

- Watching Film

- Cooking.

Additional Skill Development Training Programs Attended

- Attended Certified 2 days residential Boot camp @ CCE on Sketchup Modelling & Lumion Rendering.

- Attended Skill developement program in AUTO CAD for Technical Staff at **Govt. Engineering College, Thrissur**

- Participated & successfully completed the 5-day online FDP on the theme "Inculcating Universal Human Values in Technical Education" organized by All India Council for Technical Education**(AICTE)** from July, 2021 to 16 July, 2021

- Attended MATLAB Workshop Conducted for Technical staff by CS Dept. of CCE.

- Attended Certified Adobe Photoshop workshop organized by CS Dept. of CCE.

- Attended Certified FDP Skill development programme for Technical Staffs in the topic " Mix Design of Concrete & BIM Sftware" at **Sahrdaya College of Engineering & Technology, Kodakara.**

- Attended Autodesk Certified Auto CAD Workshop by CAAD Centre @ CCE.

- Attended additional skill development workshop in Auto CAD by CAD Centre.

- Attended Certified Workshop in **"LATEX"** by Dr. Remya Sasi, CS Dept.@ CCE.