

YASODHA J

Soft Skills Trainer

Ardent Soft Skills Trainer has a sound understanding of needed traits for workplace success and a strong ability to train students. Has extensive experience with giving assessments and identifying soft skills training needs.



✉ yasodhajn@gmail.com

📞 6369282729

📍 Coimbatore

📅 19 October, 1993

WORK EXPERIENCE

Soft Skills Trainer - Communication

KG College of Arts and Science

06/2015 - 07/2020

Coimbatore

KGiSL - Soft Skills Academy (SSA) formerly ELI

Achievements/Tasks

- Responsibly trained students on Verbal ability and Communication for 5 years
- Mentored students for Job Placements and secured their career in prime sectors
- Involved in Syllabus finalization, Question paper preparation and documentation
- Certified with several Teacher Training courses by Cambridge University - England
- Invigilated BEC Exams conducted by Cambridge University
- Performed administrative tasks such as Scheduling, Coordinating and event organizing
- Acted as HR manager and classified the students by conducting mock placement drives

Soft Skills Trainer - Aptitude

KG College of Arts and Science

06/2015 - 07/2020

Coimbatore

KGiSL - Soft Skills Academy (SSA) formerly ELI

Achievements/Tasks

- Taught problem solving methods and enhanced students in Aptitude and Reasoning for 5 years
- Key lead in Aptitude book printing, Question paper preparation and documentation
- Trained students on Company based previous Question papers like WIPRO, Capgemini, HCL etc
- Conducted mock tests and validated their scores for Job Placements
- Maintained Log sheets, Attendance, Class Timetable and Students' career progress database
- Trained the students for Bank, TNPSC and other qualifying exams

EDUCATION

Bachelor in Electronics & Communication Engineering

Sri Shakthi Institute of Engineering & Technology

08/2011 - 04/2015

Coimbatore

Higher Secondary

GKD Matriculation Higher Secondary School

05/1998 - 06/2011

Coimbatore

SKILLS

Decision - Making

Analytical

Public speaking

Interpersonal

Leadership

Coordinating

Assessing and categorizing

ACHIEVEMENTS

LIMCA Record (02/2018)

Won and leded LIMCA Book of Records ' Speech Relay ' event for 48 hours in the KG premises

SPELL BEE (04/2015)

Secured first place in the Inter college meet

Certificates of Appreciation and Achievements (02/2016 - 04/2019)

Received various certificates for being an enthusiastic soft skills Trainer

My own Tamil Book of Poetry (04/2019 - 10/2020)

Printed a Tamil book of Poetry and pencil sketching of my own creation

LANGUAGES

Tamil

Full Professional Proficiency

English

Full Professional Proficiency

Hindi

Limited Working Proficiency

INTERESTS

Pencil Sketching

Poetry Writing

Handicrafts

Caring Pets

Culinary skills