

# RESUME

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## Personal Profile:-

Name :- Mrs. Dipali Sachin Mali  
Date of Birth :-07<sup>th</sup> Aug 1993  
Sex :- Female  
Religion :- Hindu  
Cast :-Ful Mali  
Language Proficiency :- English/Hindi/Marathi  
(Read / Write / Speak)  
Address For Correspondence :-STES Staff Quarters One RK , Build No. A ,Flat No. 04  
Kusgaon (Bk.) Tal – Maval,Dist- Pune  
Pin 410401

## Educational Qualification:-

Sr. No.	Qualification	Board/University	Year	Class
1	B.S.C.	Solapur university	2014	Second Class
2	HSC Science	Maharashtra State Board of Secondary & higher Secondary School	2011	Second Class
3	SSC	Maharashtra State Board of Secondary & higher Secondary School	2009	First Class

## Experience:-

Sr. No.	Name of Institute	Designation	Period	
			From	To
1	Sinhgad Institute of Technology, Lonavala	Lab Assistant in E&TC Department		Till Now
2	SKNSITS, Lonavala	Lab Assistant in Mechanical Engg. Department	04 <sup>st</sup> November 2015	

Total Experience:-09 Years

## Workshop / Activities Attended:-

Sr. No.	Name of Workshops / Activity
1	Attended three days Hands-on Training workshop on Moodle LMS.
2	Participated and worked in state level workshop on Industrial Tribology
3	Attended workshop on Implementation of Virtual Lab for the Logical & Analytical dev. Of the Students

**Appreciation received:**

*Received Appreciation Certificate from the department of E&TC for commandable academic performance in the year 2022-23.*

*Since Aug '2017 Smt. Kashibai Navale Sinhgad Institute of Technology and Science, Lonavala*

*Laboratory / Technical Assistant in Mechanical Engg. Branch*

**ROLE:**

- Maintaining records of students like attendance, Tests / University Results, Detailed record of students.
- Preparation of Result analysis as per requirement.
- Performed maintenance of Lab kits, Instruments, Computers etc as and when required.
- Worked in Exam section.
- Worked in admission cell.
- Computers and Peripherals record keeping and preventive maintenance of the same.
- Execution of special tasks assigned by authorities as and when required.

*Since May '2023*

*Sinhgad Institute of Technology, Lonavala*

*Laboratory / Technical Assistant in Electronics & Telcomm. Engg. Branch*

- Maintaining records of students like attendance, Tests / University Results, Detailed record of students.
- Preparation of Result analysis as per requirement.
- Performing maintenance of Lab kits, Instruments, Computers etc as and when required.
- Working in Exam section.
- Working in admission cell.
- Computers and Peripherals record keeping and preventive maintenance of the same.
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**( Mrs. Dipali Sachin Mali )**