

GIRIJA DEEPAK DESHPANDE

OBJECTIVE

Facilitate possibilities for people

EMPLOYMENT

At present in the US with Employment Authorization. Looking out for suitable remote employment

EXPERIENCE:

Director & Principal Trainer - August 2009 to December 2021

DG Consulting, Mumbai, India.

- Identified business potential for the company in various sectors
- Found out market needs in the area of HR consultancy & training in soft skills
- Negotiated and executed HR and training interventions for existing clients
- Expanded clients
- Developed training assets - researched, created, curated and prepared training content
- Devised marketing strategy for the products
- Facilitated, co-ordinated and conducted training programs & HR initiatives at our client sites
- Organized public training programs, publicize & execute
- Made Strategic Decisions about Training & Consultancy Decisions
- Offered Student Counseling Services for those aspiring to study abroad

VP – Behavioral Skills Training - March 2007 to June 2009

Trinity Academy for Corporate Training Ltd., Mumbai, India.

- Met existing and potential clients to explore possible interventions we can facilitate
- Developed products that are needed by the industry and devise marketing strategy for them
- Facilitated, and conducted training programs and HR initiatives at client sites
- Organized public training programs, publicity & execution
- Made Strategic Decisions about Training & Consultancy Decisions

Chief Business Officer - June - 2006 to March 2007

MPower Business Facilitators Ltd., Mumbai, India.

MPower Business Facilitators Ltd is an organization which specializes in facilitating Human Resource initiatives and training and development activities of organizations throughout India.

- Developed training programs needed by the industry and devise marketing strategy for them
- Facilitated, and conducted training programs and HR initiatives at our client sites
- Organized public training programs, publicity & execution
- Strategic Decisions about Training & Consultancy Decisions

Content Preparation for the Organizations:

Prepared contents for trainer manual and learner manual on following topics:

Communications Skills, Interview Skills, Interviewing Skills, Telephone Etiquettes, Email Etiquettes, Performance Counseling, Be a Nurturing Manager, Strategy for Success, Team Bonding, Personal Effectiveness, Transformational Leadership, Conflict Management, Personal Organization –at home and at work, Customer Satisfaction, Team leadership, Time Management, Situational Leadership, Leadership Styles, Interpersonal Relationships, Talent Management – Managing Attrition, Rebounding from a Lay-off, Role of a Manager, Effective Presentation Skills, Towards a Happier You, Ideas into Action

Faculty – Business Communication July-1995 to June 2006

Smt. P.N.Doshi Women’s College, Mumbai, India.

Smt. P. N. Doshi Women’s College, Ghatkopar – West, Mumbai, conducts Arts, Commerce and Home Science Degree courses and many Diploma and Certificate Courses. It is affiliated to S.N.D. T. Women’s University.

- Taught Communication Skills and Business Communication to undergraduate students of Commerce and Arts streams.
- Trained and coached students in Public Speaking, Compering Skills, Stage Etiquettes, Effective Leadership Skills, Team Ethics and Dynamics, Writing Skills and general Personality Development. This involved identification of the needs and potentials of the students and the institution, implementation and review
- Contributed several articles in the various faculty development programs at Staff Study Circle
- Edited college magazine Gnyan Ganga
- Organised many events for students – both Intra-collegiate and inter-collegiate, as Vice President of Students’ Association for two years and as President of Students’ Association for two years.
- Was the Chairperson of literary events at Yuvamahotsav (Youth Festival) Conducted by the University Department of Students’ Welfare for 2002 – 2003 celebrations
- Presented papers on Learner-Centered Approaches in Teaching Fiction
- Developed a reputation for meticulous attention to detail and creative event planning and demonstrated excellent compering skills. The college management, in recognition of this, bestowed a Prize for excellent compering
- Hosted several events at the college
- Presented Case Study of the college at the National Level Seminar organized jointly by SPN Doshi Women’s College and National Center for Quality Management

Faculty – Business Communication - July 1994 – April 1995

Valia College of Arts & Commerce

Valia College of Arts & Commerce, Andheri- West, Mumbai conducts undergraduate courses and is affiliated to Mumbai University

- Taught Communication Skills and Business Communication to undergraduate students of Commerce and Arts streams.
- Trained students in Public Speaking, and Anchoring events
- Was Chief –editor of College Annual Magazine

Faculty – Communication Skills & Technical Report Writing - Oct 1989 – May 1994

L & T Institute of Technology, Mumbai, India.

L & T Institute of Technology is an Engineering institute set up by Larsen & Toubro as a welfare activity for its employees in Mumbai. The institute offers four-year industry-integrated diploma courses in Mechanical, Electronics and Computer Engineering and admissions are open to only the children of L&T employees.

- Taught Communication Skills, Technical Report Writing, and Business Communication to undergraduate Engineering students
- Developed teaching modules and executed them to fine-tune the attitude and aptitude of students
- Organized lectures, seminars, workshops that focus on their attitude to work, morale, motivation, leadership, peer pressure, team work on a regular basis every week
- Conducted competitions and programs that focus on the improvement of their presentation skills, interpersonal skills, interview skills etc. every week
- Identified talents and prepared students for cultural events.
- Planned, organized, executed and anchored the Annual Day on a mega scale for five years
- Was Chief-Editor of Tech Time, the Annual Magazine of the institute, raised its standards to noticeably higher levels of perfection and competency, brought about a complete change for the better in every aspect of the magazine and earned appreciation from DTE, several industrialists, and many L & T managers
- Introduced Pre-examination Reviews, which was a very useful exercise for both staff and students.

Faculty – Business Communication & Mass Communication - June 1989 – Oct. 1989

St. Xavier's College, Mumbai, India.

St. Xavier's College, C.S.T., Mumbai runs arts, commerce and science undergraduate courses affiliated to Mumbai university.

- Taught Mass Communication and Business Communication subjects for undergraduate Arts and Commerce students.
- Even during the short stint there, earned repute as a very effective teacher.

Faculty – Business Communication - Nov.1988 – Apr.1989

Maniben Nanavati Women's College, Mumbai, India.

Maniben Nanavati Women's College at Vile Parle, Mumbai is affiliated to S.N.D.T. Women's University and conducts Arts, commerce and Home Science undergraduate courses.

- Taught Business Communication for Commerce undergraduate and Creative Writing for Arts students.
- Prepared students for oratorical competitions.

Faculty – English Aug.1988 – Nov.1988

R.A. Podar College of Arts and Commerce, Mumbai, India.

- Taught Poetry, Prose, Drama and Grammar to junior College students.

R.A.Podar College of Commerce & Economics conducts Junior and Senior college courses Taught English

Faculty – English Aug.1981 – September.1984

R.A.Podar College of Arts and Commerce, Mumbai, India.

R.A.Podar College of Commerce & Economics conducts Junior and Senior college courses in Commerce and Economics only.

- Taught English – Poetry, Prose, Drama and Grammar to Junior College students.
- Was Chair Person of Literary Circle and conducted many events and competitions.
- Prepared students for several competitions.

Visiting Faculty Jan 1996 – June 1998
Aptech Computer Education, Mumbai, India.

Aptech Computer Education offers four year B.Tech courses.

- Taught Written Communication and Business Communication.

Oct 1991 - Apr 1992 K.J.Somaiyya College of Engineering, Mumbai, India.

K. J. Somaiyya College of Engineering offers four year engineering courses in Mechanical, Electronics, Electronics & Telecommunication, & Information Technology.

- Taught Communication Skills and technical Report Writing.

Sep 1988 - Oct 1989 Western India Regional Council, Mumbai, India.

The council has training centers in several colleges and at Jhunjhunwala

- Taught English for Institute of Chartered and Works accountancy (ICWA) Preliminary Coaching.

CONSULTING ASSIGNMENTS 2002-2004

Cyberweb Global Services, Mumbai, India.

- Content Developer for various websites created by Cyberweb Global Services (CGS)
- Preparing Proposals for CGS to various clients regarding Search Engine Placements, Web site development and other services

ANCHORING ASSIGNMENTS

- Anchored Quiz Competitions, Dumb Charades, What is the Good Word and Tejaswini- an intra-university Personality Contest for three successive years at the Youth Festival –Yuvamahotsav organized by S.N.D.T University
- Anchored Fashion Show at The Club, Andheri, conducted by FHRAI on the theme Fashion Designing for the Future in Hospitality Industry
- Anchored Wisitex Foundation Award Ceremony recognizing Women Achievers at YB Chavan Auditorium
- Anchored a two-day national level convention on HR Interventions organized by MPower Business Facilitators Ltd and Federation of Indian Industries at Le Meridien, Powai

AWARDS RECEIVED

- Awarded ASTRA Leadership Excellence Award from Association of Soft Skills Trainers and Ripe Global Academy in 2014

- Awarded Editor's Choice Award in July 2001 from International Library of Poetry.
- Received Merit Increments for two successive years for noteworthy services, from L&T Management in 1990 and 1991.
- Awarded *Gold Medal* in B.A. for First Rank at university level (Madurai Kamaraj University)
- Recipient of Sri Chitra Gold Medal from Chithirai Thurunal Trust consecutively for two years for the Best Essay in Extempore essay writing Competition held for all undergraduate students of Travancore area.
- Received Bhaktavatsalam Award for securing the highest marks in English in University
- Won several prizes in inter-collegiate District level, zonal level, state level and All-India level competitions conducted by Jaycees, Lions Club, Rotary club, Directorate of Field Publicity, All India radio, Tourism Department etc.

EDUCATION

2013 International Executive MBA in HR
 1996 PG Diploma in Human Resource Management with Distinction
 1994 Diploma in Distance Education with Distinction
 1982 Diploma in Higher Education with University First Rank.
 1980 Master of Arts in English Literature
 1977 Bachelor of Arts in English literature with University First Rank.

PUBLICATIONS

- Article 'Get-on Vine' published in 1999 in Ascent Section of Times of India
- Article 'Team Building' published in 2000 in Head Start Section of Indian Express
- Article 'Strategic Communication Skills' published in 2000 in the book Organisation Development Skills by Himalaya Publishing House
- Article 'Team Building' published in 2000 in the book Human Skills Creating the Future by Himalaya Publishing House
- Poem 'Momentous Moments' published in 2001 in the book Before the Shadows Fade by International Library of Poetry
- Article 'Meetings' published in National HRD Network's HRD Newsletter 2004
- Paper on 'Changing Leadership Role in the Global Scenario' presented in the National Conference on Human Resource Development held by Institute of Technology and Management in 2004, published in the book HR Interventions in the Global Competitive Regime: Strategies for Leadership by Excel Books.

LANGUAGES

Conversant in four languages namely, Hindi, Malayalam, Tamil and English with proficiency in the last mentioned two languages.

PERSONAL DETAILS

Born in March-1957. Married and mother of two lovely daughters and one sweet son. Husband is an HR Professional. My hobbies are creating opportunities to learn & grow, conducting personal well-being programs, reading, writing articles and singing. People are my passion.

ONLINE:

LinkedIn: <http://in.linkedin.com/in/girijadeshpande>
 Website: <http://www.dgconsulting.in>
 Blog: <http://leadershiptraits.blogspot.com>
 Facebook: <https://www.facebook.com/girijadd>
 YouTube: <https://youtube.com/user/GirijaDD>