

R.V. Institute of Management CA-17, 26th Main, 36th Cross, 4th "T" Block, Jayanagar, Bangalore-560041

Meet the Executive for 2nd semester MBA students on 28th September, 2022 organized by Centre for Career Development. Resource person was Dr. Vijay Paduguri (RVIM Alumni) on the topic "Business Etiquette"

	Date: September 28 th 2022	
MBA students		
Prof. Payal Jindal	No. of Participants: 122	
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Objectives:

To facilitate to students to know about Careers and skills required for MBA and Business Etiquette

Dr. Vijay Paduguri (RVIM Alumni) as a part of Meet the Executive conducted a session on the topic "Business Etiquette" for 2nd semester MBA students on 28th September, 2022.

Agenda/Flow of the Event:

Careers and skills required for MBA: Some of the important points discussed in the sessions were:

- Adaptability
- Communication skills
- Leadership skills
- Conflict resolution
- Decision-making skills with innovation
- Initiative and drive

Below are the some of the do's in Business etiquettes discussed in the session:

- ❖ A proper business introduction should include first and last names.
- Introduce the less important/junior person to the more important/senior person
- When answering a business phone, always answer with your name
- * Refill the gas tank of the company's car after using. Remove any fast food wrappers or cups.
- ❖ After using a conference room, clean up your papers, etc. Put the chairs back around the table and erase, the white board.

Below are the some of the don'ts in Business etiquettes discussed in the session:

- . Do not leave dried up markers in the white board tray.
- What you would not wish done to yourself, do not do to other

Take away from the session:

This session as a part of "Meet the Executive" aimed to understand the skills required for MBA professional and Business Etiquettes in business world.

Feedback of the students: All participants appreciated the session and wished to have more and more sessions like this to share minute details pertaining to Business Etiquettes

Payal Indal
Prof. Payal Jindal

Centre for Career Development

Dr. Purushottam Bung Director-RVIM



R.V. Institute of Management CA-17, 26th Main, 36th Cross, 4th "T" Block, Jayanagar, Bangalore-560041

27-09-2022

To, The Director, **RV** Institute of Management Bangalore-41

Respected Sir,

Request for approval for inviting the Guest speaker Dr. Vijay Paduguri (RVIM Alumni) for "Meet the Executive" session for the 2nd semester MBA students.

Centre for Career Development plans to organize a session by Dr. Vijay Padaguri (Alumni) as part of the "Meet the Executive" session for the 2nd semester MBA students on September 28th 2022 between 2.30 pm to 5.30 pm

We request your approval for inviting the guest

Enclosed is the profile.

Thanking you, . Yours Faithfully. Payal hndal Payal Jindal







Contact

vijaypadaguri@gmail.com

www.linkedin.com/in/dr-vijaypadaguri-he-his-64882317 (Linkedin)

Top Skills

Training

Human Resources

Employee Engagement

anguages

English

Kannada

Hindi

Marathi

Telugu

Certifications

University Teaching

Basics of Digital Marketing

Lean Six Sigma Green Belt (ICGB)

Understanding Research Methods

Publications

The resurgence of a high performer

Solving Talent Management Issues
Related to Gen Y in the EFCS
Backdrop

Case Study on Job Selection and Career Planning

Establishing Skills Supremacy: Way Forward to Sustain the Competitive Advantage

Dr. Vijay Padaguri (He/His)

Actively seeking teaching opportunities(HR/General Management) in Toronto/GTA

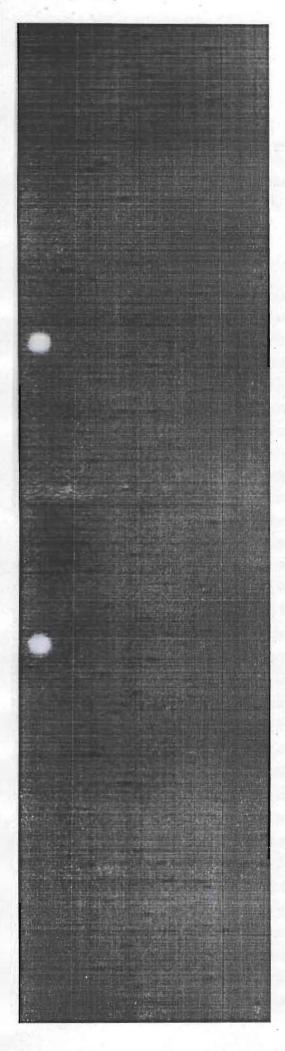
Bengaluru, Karnataka, India

Summary

Prof Vijay Padaguri, is a management educator with diverse experience in higher education and corporate training. He holds a Master's degree in Business Administration (HR) and a doctoral degree in the domain of "Employability Gaps", from Jain University, Bangalore. He has published several research papers and case studies in the area of employability, skills enhancement, campus to corporate issues etc. Currently, he works as a faculty member at the department of business studies. University of Technology and Applied Sciences, Sultanate of Oman. He has extensively delivered sessions in the face-to-face and online modes, successfully. In his previous assignment, he worked as an Associate Professor at Manipal Academy of Higher Education, Bangalore. He was involved in training the probationary officers of various banking clientele including AXIS Bank, IDBI Bank and ICICI Bank at the Manipal Academy of Banking and Financial Services, and worked towards making the officers 'first-day first hour' ready. He was involved in content development and review of general management programs at the academy. Prior to this assignment, he has worked with the New Horizon Group of Institutions and Hindustan Coca Cola Beverages Private Ltd. In a cross-domain training and teaching experience spanning over ten years, he has handled several training programs in the soft skills and general management domain for reputed clients and consultancies like NIS Sparta, High Fliers Training and Consultancy, Vj Communications, Quantech Origin, and Loratis, across the corporate and academic space. He is known for high energy levels and participation eliciting activities. He has an above-average rating by participants of his courses and workshops. He strongly believes that 'visible change'

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should be the outcome of any training program. He emphasizes on the 'application' of concepts and ensures that the participants learn effectively. He has a stand-up training experience of over 3000 hours to his credit and firmly believes in the concept of life-long learning.



Experience

University of Technology and Applied Sciences Faculty Member February 2019 - August 2022 (3 years 7 months) Ibri, Al Dhahirah, Oman

Manipal Academy of Higher Education Associate Professor March 2018 - February 2019 (1 year) Bengaluru Area, India

Manipal Global Education Services Asst.Prof August 2012 - February 2019 (6 years 7 months) Bangalore,India

Teaching human resources management, corporate governance, ethics and compliance and business communication for studenta at Axis Bank Young bankers program. Also involved in content development and delivery of e-learning modules for students of ICICI Manipal Academy. Have been conducting freelance soft skills training for graduate and post-graduate students.

Freelance Soft Skills Trainer
Freelance Soft Skills Traier
July 2009 - March 2014 (4 years 9 months)
Bangalore

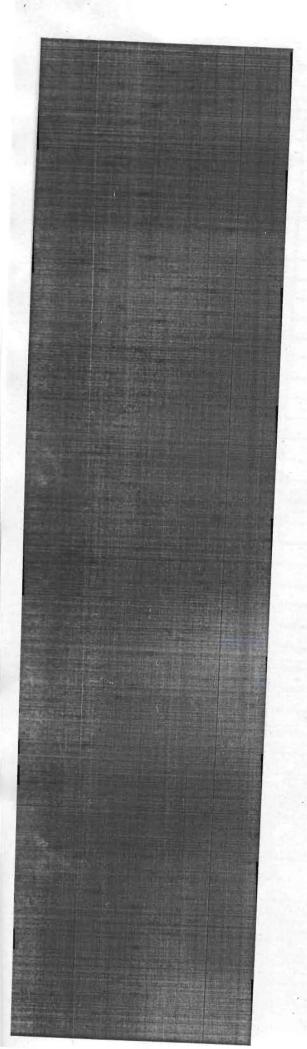
Have been working as a freelance soft skills trainer since July 2009

New Horizon College of Engineering Faculty, Management Studies July 2010 - July 2012 (2 years 1 month)

Teaching and training human resouces managment subjects like personal growth and inter-personal effectiveness, Management and Behavioural Process, Training and development, Organizational leadership etc

Hindustan Coca Cola Beverages Pv Ltd Traineee Sales Officer 2009 - 2009 (less than a year)

Sales, business development, monitoring of sales offers and packages and so on.



Education

R. V. College of Engineering, Bangalore Master of Business Administration (MBA), HR and Marketing · (2007 - 2009)

SSSLSVK, Alike BBA, HR and Marketing · (2004 - 2007)

Meet the executive by Dr. Vijay Padaguri(Alumni) on 28th Septemehr 2022

Topic:Business Etiquette

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