



KRIPA VARGHESE

+91-9645439480

kripa9varghese@gmail.com

Kattathara (H), Puthanangadi Post, Angadippuram, Malappuram, 679321

PROFESSIONAL SUMMARY

Ambitious and dedicated MBA graduate with over 5 years of experience in administration and academics, driving excellence in educational institutions. Currently serving at Indian Institute of Management Kozhikode. I aim to leverage my skills and expertise in a reputed organization, fostering continuous learning and growth.

PROFESSIONAL EXPERIENCE

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| ACADEMIC ASSOCIATE | Indian Institute of Management, Kozhikode | 3rd August 2020- 23rd June 2025 |
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Assisting the Professors in :

- Developing Course Plans and Course Materials
- Monitoring the student progress
- Supporting research works by assisting in data collection, analysis, and documentation.
- Maintaining records of class participation and attendance.
- Coordinating classroom activities for the efficient and effective conduct of the lecture
- Evaluating student assignments, exercises, and performance
- Scheduling quizzes and sessions
- Preparing grade sheets and managed grading processes.
- Assisting in simulation to facilitate experiential learning.
- Coordinated the successful delivery of a "Venturing Lab" course, facilitating student business idea development through collaboration with internal and external experts.
- Coordinating with programme office to streamline administrative and academic operations.

Key Responsibilities

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| CONTENT WRITER | Sree Narayanaguru Open University (SNOU) | 1st November 2021 |
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Key Responsibilities

- Supporting the University in preparing study materials
- Presenting the content in a clear and well-structured form.
- Conducting thorough research on industry related topic
- Coordinating with the expert team of the University

ADMINISTRATIVE AND ACADEMIC COORDINATOR **Monti International Institute of Management Studies** **1st August 2019-1st August 2020**

Key Responsibilities

- Coordinating academics with administration
- Scheduling staff meetings
- Drafting minutes of meetings and taking necessary approvals
- Maintaining the Academic Register
- Review and update various academic files
- Organize and manage exams for the students
- Assisting faculties
- Supporting the admission officer

| ACADEMIC QUALIFICATIONS | | | |
|--------------------------------|------------------------|-------------------------|---------------|
| Qualification | Specialization | University/Board | Year |
| UGC NET | Management | - | December 2024 |
| MBA | Human Resource-Finance | University of Calicut | 2017-2019 |
| BBA | Finance | University of Calicut | 2014-2017 |
| 12TH | Bio-Maths | CBSE | 2012-2014 |
| 10TH | - | CBSE | 2012 |

PROJECT PROFILES

- MBA** Title- “A Study on Quality of Work Life of Nurses and its impact on job satisfaction at KIMS Al Shifa Super Specialty Hospital, Perinthalmanna”.
- BBA** Title- “ A Study on Seasonal Promotional strategies and Consumer Buying Behavior with special reference to Angadippuram Grama Panchayat”

CONFERENCE PRESENTATIONS

International Title “Value Engineering for Sustainability” (conceptual paper), presented at International Conference on ‘Transforming Strategies for Business Sustainability’, Christ University, Bangalore.

National Title “Branding HR through People Management” (conceptual paper), Presented at National Conference on ‘Emerging Trends’, CCST, Palakkad

CASE STUDIES

- Joffi, Thomas., Kripa, Varghese., (2023), “Evolving Oats Market in India (A) 2006- 2019: Competitive Strategies, Business Outcomes and Way Forward”, IIMK/CS/188/MM/2023/06
- Joffi, Thomas., Kripa, Varghese., (2023), “Evolving Oats Market in India (B) 2019-2023”, IIMK/CS/193/MM/2023/07
- Joffi, Thomas., Kripa, Varghese., (2024), “Kia Motors India Entry: Formulating Positioning: Strategy for Seltos (A)”, IIMK/CS/242/MM/2023/05
- Joffi, Thomas., Kripa, Varghese., (2024), “Kia Motors India Entry: Formulating Positioning: Strategy for Seltos (B), IIMK/CS/243/MM/2023/06
- Joffi, Thomas., Kripa, Varghese., (2025), “The Mom Store: Growth Strategy (A)”, IIMKTN25011

AWARDS AND ACHIEVEMENTS

- Supported in the development of marketing quiz app “Markspark”
- Has won 1st prize in HR Game in South Indian Management Fest “Realm”
- Has won 2nd Prize in HR Game in management fest “Mesmerize”
- Secretary for South Indian Management Fest – Meridian 2K18
- Coordinated “Best Manger” Game Inter department management Fest – Spinta 2K17

TRAINING AND SEMINARS ATTENDED

- Experience sharing session of Dr. R S Sodhi, Managing Director at Gujarat Co-operative Milk Marketing Federation Ltd (AMUL)
- Experience sharing session of Mr. Arjun Mohan, Chief Executive Officer upGrad India
- Experience sharing session of Mrs. Surbhi Bhatia, Founder and CEO of MOMstore
- Training on EBSCO Search databases, EBSCO Discovery Services (EDS) and IEEE Xplore

SKILL SET

- Self-motive and capable of growing with the organization
- Capable of Good Interaction with team members
- Effective Communication Skills and inter-personal skills
- Highly committed, reliable, and hardworking

CERTIFICATIONS

- Diploma in Islamic Banking
- Tally ERP9
- Ms Excel

ADDITIONAL INFORMATION

- Nationality: Indian
- Languages : English, Hindi, Malayalam
- Date of Birth : 15/11/1996
- Gender : Female

REFERENCES

Prof Keyoor Purani

Indian Institute of Management Kozhikode
IIMK Campus, Kozhikode

PH: 9846642369

E Mail ID: kpurani@iimk.ac.in

Prof Vinitha V U

Assistant Professor
Amrita School of Business, Amrita Vishwa
Vidhyapeetham

Amritanagar PO, Ettimadai, Coimbatore
South, Tamil Nadu, India-641112

PH: 9745008540,

E Mail ID: vu_vinitha@cb.amrita.edu

