

# CURRICULUM VITAE

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**NAME:** SHUBHAM TOMAR

**QUALIFICATION:** ADVANCE DIPLOMA IN COUNSELLING PSYCHOLOGY

**E-MAIL ID:** tomarshubham791@gmail.com

**CONTACT NO.:** 7011021621

## OBJECTIVE

To make optimum utilization of my knowledge and skills by helping individuals cope better with their behaviour, thoughts and feelings at mental health care centres, clinics, hospitals, schools, organisations, NGOs and private settings.

## ACADEMIC RECORD

COURSE	NAME OF THE INSTITUTION	UNIVERSITY/ BOARD	YEAR OF PASSING	PERCENTAGE/ CGPA
Advance Diploma in Counselling Psychology	Jamia Millia Islamia	Jamia Millia Islamia	2019	75%
Masters in Clinical Psychology	Jamia Millia Islamia	Jamia Millia Islamia	2018	72.3%
BA (Pass)	Delhi College of Arts & Commerce	University of Delhi	2015	58%
12 <sup>th</sup>	Kendriya Vidyalaya, Sec-8, R.K. Puram	CBSE	2012	82%
10 <sup>th</sup>	Kendriya Vidyalaya, Sec-8, R.K. Puram	CBSE	2010	6.2

## WORK EXPERIENCE

- Worked as a **counselling psychologist** at **Shinxindia**, Gurgaon (**from 2<sup>nd</sup> May 2019 till 25<sup>th</sup> April 2020**)
- Working in Amrita Vishwa Vidyapeetham University as an Assistant Manager (Career Counsellor) in Admissions team (from 1<sup>st</sup> Feb 2021 till present)

## KEY RESPONSIBILITIES

- Handling Admission team (Income and outgoing calls, email responses and walk-ins)
- Handling Career Counselling in North India (Using Psychometric Assessment and Interpretation)
- Giving Educational and Career Pathways planning to the students
- One to One/Personalized Counselling and Group Counselling Sessions in Schools across north India
- Conducted personalized career counseling sessions for students
- Handling Outreach and tie ups
- Meeting with school authorities for collaboration
- Taking Sessions on various topics in schools and open Forum.
- Responsible for Admission

## PROJECTS AND ACHIEVEMENT

- Organised Several Events for the organisation (like Teacher training, Leadership retreat, Counsellors meet)
- Initiated a New Project called One Day Internship program for students
- Handling Sessions and events in North India.
- In charge of a Project with Dainik Jagran Media House Across North India Covering 24 Locations from the last 3 Years

## KEY SKILLS

- Career Guidance & Counseling
- Psychometric Assessments
- Higher Education & Scholarship Guidance
- Soft Skills & Personality Development
- College & Course Selection Assistance
- Industry Networking & Career Planning
- Workshop & Seminar Facilitation

## FIELD WORK/INTERNSHIP

- Internship at **Lady Hardinge Hospital, Panchkuian Marg, New Delhi (2 months)**
  - Tasks Performed
    - ✓ Case History taking
    - ✓ Observations
    - ✓ Psychological testing
- Internship **at Syed Abid Husain Sr. Secondary School, New Delhi (Jan 2019 – Feb 2019)**
  - Tasks Performed
    - ✓ Rapport formation with the kids
    - ✓ Psychological test conduction
    - ✓ Conduction of counselling sessions on the basis of test results and otherwise also
- Internship **at Family Court, Saket (Feb 2019 – March 2019)**
  - Tasks Performed
    - ✓ Counselling the clients
    - ✓ Writing settlements

## ACHIEVEMENTS/EXTRA CURRICULAR ACTIVITIES

- Represented Jamia Millia Islamia in North Zone University Tournament, Volley Ball thrice as the Captain of the team.
- Represented Delhi in Senior National Volley Ball Championship.
- Attended 42<sup>nd</sup> Annual Conference of Indian Psychiatric Society-North Zone 2017 on stress, relationship and mental health.
- Conducted counselling sessions at Talimi Mela, Jamia Millia Islamia.
- Attended National Seminar on Health & Well Being at Jamia Millia Islamia.

## AREAS OF INTEREST

- Counselling
- Dealing with individuals suffering from psychological disorders

## COMPETENCIES AND SKILLS

- Communication
- Decision making

- Rapport building
- Flexibility

## **HOBBIES**

- Sports (Volley Ball)
- Listening to music
- Travelling

## **LANGUAGES KNOWN**

- English
- Hindi

## **PERSONAL DATA**

**DOB:** 17/04/1994

**GENDER:** Male

**NATIONALITY:** Indian

**MARITAL STATUS:** Unmarried

**RELIGION:** Hindu

**PERMANENT ADDRESS:** F-300, Nanakpura near South Moti Bagh, South Delhi, 110023



