



**Dayananda Sagar Academy of Technology & Management**  
(Autonomous Institute under VTU)

Affiliated to **VTU**  
Approved by **AICTE**  
Accredited by **NAAC** with **A+** Grade  
6 Programs Accredited by **NBA**  
(CSE, ISE, ECE, EEE, MECH, CV)

<b>Name</b>	Mrs. Suma S
<b>Designation</b>	Office Assistant
<b>Educational Qualification</b>	BBM
<b>Experience in Years</b>	10 Years
<b>Official Email ID</b>	suma-cv@dsatm.edu.in
<b>Date of Joining</b>	23-27-2014
<b>Employee ID</b>	180229
<b>Date of Birth</b>	05.01.1987



#### Educational Details

- **Degree :** Bachelor of Business Management , ADARSHA COLLEGE Kolar, Board of Bangalore University 2007.

#### Technical Qualification

- **DAA:** Diploma in Advance Accountancy. Sri Rama Computer Training Center. Basavanagudi Bangalore-34 - 2007

#### Personal Details

- Husband Name : Sathish Kumar RV
- Gender : Female
- Language : English, Kannada, Telugu. Hindi
- Religion : Hindu
- Nationality : Indian
- Hobbies Reading Books

#### Professional Experience

- Working as **Office Assistant at Department of Civil Engineering in Dayananda Sagar Academy of Technology & Management, Bangalore** from July 2014 to till date.

#### Academic Activity

- **NAAC and NBA Work Assistance**
- **Maintaining and Updating the Records of the Academic Activities in the Department**
- **VTU online Examination Work**
- **Result Analysis update as per Institution Format**

#### Workshop Attended

- **Attended a Four Days Workshop On “Power Point, Corel Draw” Workshop organized by the Dr. M Ravishankar Principal & Dr. Sumithra Devi KA Director, IQAC-DSATM, Bangalore.**  
**Resource Persons: Dr.Chithra. MCA & Mr.Kiran. Civil Dept. Date:14th to 17th Aug 2023**

#### CONTACT DETAILS

Mrs. SUMA S  
Office Assistant  
Department of Civil Engineering  
DSATM Bangalore-560082  
Mail ID: suma-cv@dsatm.edu.in