

**MOUNT CARMEL COLLEGE OF TEACHER EDUCATION FOR WOMEN,  
KOTTAYAM**



Name of the Staff Member	Ms. Kochumole Varghese
Designation	L.D Storekeeper
Academic Qualification	B.A.
Professional Qualification	Stenography, DTP,MOP, Departmental Test
Date of Birth	11.1.1972
Date of appointment	31.5.2006
Nature of appointment	Permanent

Details of Professional Advancement	Institution/Office	Date of Attending
Create a Resume and Cover Letter with Google Docs	An on line non-credit project authorized by Coursera Project Network and offered through Coursera	20.06.2020
Technical Support Fundamentals	An on line non-credit project course authorized by Google	28.06.2020

	and offered through Coursera	
Cloud Computing Basics (Cloud 101)	An on line non-credit project course authorized by Learn Quest offered through Coursera	10.07.2020
Introduction to Google Docs	An on line non-credit project authorized by Coursera Project Network and offered through Coursera	11.07.2020
Introduction to Computers and Office Productivity Software	An on line non-credit course authorized by The Hong Kong University of Science and Technology and offered through Coursera	25.07.2020
Write Professional Emails in English	An on line non-credit course authorized by Georgia Institute of Technology Science and Technology and offered through Coursera	30.07.2020
Doing more with Google Sheets	An on line non-credit project course authorized by Google and offered through Coursera	07.08.2020
Career Planning : resume/CV, cover letter, interview	An on line non-credit course authorized by National Research Tomsk State University offered through Coursera	17.09.2020
Spreadsheets for Beginners	An on line non-credit	19.09.2020

using Google Sheets	project authorized by Coursera Project Network and offered through Coursera	
One Week International Online Faculty Development Programme on “ Prospects of Virtual Learners and empowering Teachers”	Mount Carmel College of Teacher Education for Women, Kottayam	23.09.2020-29.09.2020
Faculty and Staff Development Programme (FSDP) “Reap the Service Benefits”	St. Joseph College of Teacher Education for Women, Ernakulam (IQAC) in collaboration with AKTCTA	22.06.2022
Certificate course of six months in online Spoken English	St. Joseph Pontifical Seminary Carmel Giri, Alwaye, Kerala	June 2023-December 2023
Administrative Staff Development Programme on Leveraging AI Tools for Office Automation	AIACHE New Delhi & Bishop Herber College (Autonomous), Tiruchirappalli.	13.03.204 to 15.03.2024