

Curriculum vitae

Deepshikha

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Career Objective:

To obtain a position as an elementary school teacher that will utilize my dedication to children's educational needs and development.

Job Description:

M.R.N Public School - 25 November 2022 to 18 April, 2023

- Create and conduct instructional in-class and outdoor learning activities
- Keep an eye on the behavior and psychology of the students to understand any downfalls
- Create and distribute instructional material, such as notes, exams, and assignments
- Provide each student with individualized teaching while fostering interactive learning
- Record and evaluate the development of each student
- Participate in conferences and workshops to boost professional development
- Utilize the most cutting-edge teaching techniques while upholding the highest standards of quality
- Encourage student involvement in lessons and other activities related to education
- Work together with parents, guardians, coworkers, and other experts to protect and guarantee the educational welfare of students

LENORA DISPOSABLE - 2018-19

- Key qualification and responsibilities- performed work on MS- office, handled telephones, give required information, maintain data and
- deal with visitors.

Educational Qualification:

Degree	University/Board	Year of Passing
CTET 2	CBSE	2024
Master's in political science	IGNOU	2023
B.Ed.	MDU	2023
B.A Pol. Science (Hons.)	Delhi University	2021
Intermediate	CBSE	2018
Matriculation	CBSE	2016

PROFESSIONAL QUALIFICATION

Diploma in office management from **YMCA (2018-19) Course contents**

- MS- office
- Typewriting
- Professional Communication skills
- Office management

Teaching Skills:

- Lesson Planning
- Critical Thinking
- Students Assessment
- Delivering Instruction
- Classroom Management

Technical Skills:

- MS Office
- Economic research on internet
- Data analysis with MS access and excel
- Communication
- Multitasking
- Prioritizing
- Organization
- Technical skills
- Initiative and problem- solving ability

Personal Profile:

Name: Deepshikha
Date of Birth: 28-March-2000
Marital Status: Married
Nationality: Indian
Languages Known: English, Hindi
Address: Flat no.301, The kanak society, sector 64, Faridabad, Haryana

Declaration:

I hereby declare that the above information is correct and true to the best of my knowledge and belief.

Deepshikha Bhardwaj