

VENI M V

Dubai, UAE

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DOB: 30/05/1993 | Nationality: Indian | Gender: Female | Religion: Hindu | Marital Status: Married
Passport No: X6463714 | Expiry Date: 02/03/2033 | Visa Status: Spouse visa |

Professional Summary

Qualified and detail-oriented Mathematics graduate with a Bachelor of Education and administrative experience. Skilled in lesson planning, student engagement, classroom management, and academic support. Proficient in maintaining student records and documentation. Actively seeking a teaching position to contribute to academic growth and holistic student development.

Key Skills

- Mathematics Instruction
- Curriculum Planning
- Student-Centered Learning
- Classroom Management
- Educational Technology
- Record Keeping & Reporting
- Administrative Support
- Communication & Collaboration
- Multilingual (Malayalam, English, Hindi)

Professional Experience

Clerk

Government ITI, Mayannur, India

July 2020 - July 2021

- Supported academic staff with clerical and administrative tasks
- Maintained accurate student records and files
- Assisted in organizing institutional operations
- Gained experience in structured academic environments

Education

Bachelor of Education (B.Ed.) - Mathematics

Year of Completion: 2015

Bachelor of Science (B.Sc.) - Mathematics

2010 - 2013

Higher Secondary Certificate (Science Stream)

2008 – 2010

Secondary School Certificate (SSLC)

2008

Certifications

- Certified Nursing Assistant (CNA) – 2024
 - Basic Life Support (BLS) – Valid until 04/2027
 - Diploma in Computer Application (DCA) – 09/2014
 - Certificate in Word processing & Data Entry – 02/2018
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Languages

- Malayalam – Native
- English – Fluent
- Hindi – Intermediate