**“To obtain a position as a English Teacher that will utilize my strong dedication to children’s development and to their educational needs.”**

POST APPLYING FOR ENGLISH TEACHER



KALPANA (B.A., M.A., M.PHIL- (ENG LITT)).,B.ED

[KALPANA.266620@2freemail.com](mailto:KALPANA.266620@2freemail.com)

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| summary |

**“As I  have worked as a lecturer in India  ( from 2003-2008) and at present working as a school English teacher cum coordinator (2008-till date)in Beda zayed (Western region), Abudhabi, UAE. I m indeed  Passionate in *teaching English and experienced*in mentoring and coaching in teaching *British IGCSE (curriculum)* school development, classroom management  . And,I’m confident that my passion for the teachers’ and children’s development, along with my skills and experience that will enable to make a significant difference .”**

**Motivated to help students learn and be happy, healthy and well-behaved.**

**Soft Skills:  
 • Self motivated  
 • Initiative with a high level of energy.  
 • Strong verbal and personal communication skills.  
 • Decision making, critical thinking, organizing and planning  
 • Tolerant and flexible to different situations**

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| QUALIFICATIONS – ACADEMIC CREDENTIALS |

. Persuading B.ED at present in a recognized university.

*IELTS course (JUNE 2014) –Band score 6.*

* *ICDL course (2010)* –International Course Driving License. Beda Zayed, Abudhabhi, UAE.
* *M.Phil., (2004 -2006)*- *Master of Philosophy in English* .Madurai Kamaraj University, Palkalainagar, Madurai, Tamilnadu. India. Completed Course along with Viva- Voce in Nov 2006.
* *M.A., (2001-2003)* –*Master of Arts in English* , Vellalar college, Bharathiar University , Erode, Tamilnadu, India. Completed 4 semesters Course in April 2003.
* *B.A., (1998 -2001)* – *Bachelor of Arts in English*, Vellalar college, Bharathiar University , Erode, Tamilnadu, India. Completed 6 semesters Course in April 2001.

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| EXPERIENCE IN TEACHING POSITION |

* English Language Teacher/ Coordinator – (10/2008 –till date )

*Manar el Illm British Pvt School , Beda Zayed (western Region), Abudhabhi,UAE.*

* Promoted language development skills through reading and storytelling.
* Conducted small group and individual classroom activities based on differentiated learning needs.
* Organized field trips to local parks, fire stations and zoos.
* Helped prepare daily lesson plans for activities and lessons.
* Encouraged students t o be understanding of and helpful to others.
* Communicated effectively with educators from various grade levels.
* Wrote daily and weekly lesson plans
* Lecturer in English - (06/2003 to 02/2008 )(5 years)

*Vivekanandha Institutions, Thiruchencode, Tamilnadu, India*

* Promoted language development skills through lecturing, delivering lessons reading and storytelling.
* Applied the positive reinforcement method to redirect negative behaviors.
* Encouraged students to be understanding of and helpful to others.
* Implemented literature stage programs to encourage student participation.
* Administered minor first aid to injured students.Enhancement students in English and overall personality.
* Prepared students for group discussion.Worked as a subordinate to my senior.
* Monitoring students in learning and making records of student’s progress.

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AWARDS AND ACHIEVEMENT:

* Best outgoing student – Vellalar College,Erode,Tamilnadu,India-2003
* Excellent student at college level-2003

Extra curricular Activites:

* Managed cultural fest of college. Worked as a faculty advisor.
* Participated in story writing and writing competition in college.

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| RESEARCH WORK : THESIS IN M.Phil |

* The Topic is *‘THE MANAWAKA NOVELS OF MARGARET LAWRENCE’* was successfully completed in the year 2006.

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| SEMINARS ATTENDED |

* Participated in State level Seminar on ‘Women as a Preserver of Peace & happiness’ in Feb 2006.
* Participated in State level Seminar on ‘Indians in Indian writing in English’ in Sep 2006.
* Attended in one day Seminar on ‘Communication Made Easy’ in Jan 2003.
* All India Conference in Programming ‘Communicating of English’ – Two workshops & one symposium.

PASS PORT DETAILS:

* Date of issue : 29/05/2008
* Date of expiry : 28/05/2018

Hereby, I declare that the above furnished details are true to best of my knowledge.

Sincerely,