# 

# Kallyani

Career Objective

To develop and further improvement of my skills as a sincere professional by joining an organization of repute that offers a conducive and synergetic environment for mutual growth and development.

Professional Experience

**Organization : English teacher at Adarsh Middle School Chakradharpur, India**

**Designation : English Teacher**

**Duration : August 2010- November 2015**

**Core Competencies:**

* **Teaching social skills**
* **Working in accordance with the school’s curriculum statement and policies.**
* **Classroom management & Discipline**
* **Creative curriculum design**
* **Participating in the development of appropriate syllabuses, materials and Schemes of work.**
* **Ensuring confidentiality at all times**
* **Participating in and contributing to staff meetings**
* **Participating in appropriate meetings with parents.**
* **Individualized education plans**
* **Parental communications**
* **Creative Lesson Planning**
* **Curriculum Development**
* **Learner Assessment**
* **Established positive relationships with students, parents, fellow teachers and school administrators/staff**
* **Quickly became a “first-to-call” resource in current substitute teaching role, typically working four days per week. Personally requested by many full-time teachers to take over their classrooms during absences.**
* **Planning, preparing and reviewing the school curriculum with other staff.**
* **Ensuring all Health & Safety policies are implemented and adhered to at all times.**
* **Organizing and supporting a range of extra-curricular activities.**
* **Planning & delivering well-structured lessons which engage & motivate students**
* **Managing resources effectively and ensuring appropriate value for money**
* **Supporting the school in delivering the curriculum effectively**
* **Achieving and maintain high standards of care and education.**

Teaching Attributes

* Able to create a vibrant and effective learning environment
* Familiar with a variety of approaches to teaching pupils.
* Having the ability to motivate and earn the respect of students.
* Can work with other professionals, like speech therapists & occupational therapists.
* Providing administrative support
* Can liaise effectively with parents through home/school diaries and phone calls
* Strong Behavior Management Skills.
* Providing regular feedback regarding student’s progress to line managers and teaching staff.
* Can support students with emotional or behavioral problems and help develop their social skills.
* Always student focused.

Academic qualification

* **Bachelor of Arts in English Honors** from Ramadevi Autonomous women college, Bhubaneswar Odisha in 2010
* **Intermediate Commerce** from Kendriya vidyalaya , Chakradharpur Jharkhand in 2007
* Matriculation from St.mary’s school Barbil, Odisha in 2005.

Computer Skills

Proficient with Microsoft Office Applications: Word, Excel, PowerPoint and Outlook

Extra Currier Activities

* **1st prize in National Youth Parliament.**
* **1st prize in Regional Youth Parliament.**
* **1st prize in Modern Dance held in Ramadevi Autonomous women college.**
* **2nd prize in Handwriting competition held in Kendriya vidyalaya chakradharpur.**
* **Grade “A” in handwriting contest organized by Bhartiya art education society.**
* **Grade “A” in drawing contest organized by Bhartiya art education society.**
* **Best team award in Regional level youth parliament.**

Professional Skill

* Self-Motivated with a strong desire to learn
* Confident
* Flexible and Enthusiastic to work in teams.
* Assisting with the planning and evaluating of learning activities.
* Highly organized with excellent preparation
* Capacity for hard work.
* Enthusiastic, Knowledge-hungry self-starter, eager to meet challenges
* Ability to follow instructions and use initiative

Language known

* English (r/w/s)
* Hindi (r/w/s)
* Oriya (r/s)
* Bengali (s)
* Telgu (s)

Hobbies and interest

* **Travelling**
* **Browsing**
* **Dancing**
* **Reading**
* **Photography**

Personal Detail

* **DOB: 22/08/1988**
* **Nationality: Indian**

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