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**Cover Letter**

 Math’s Teacher

Employer's name and address

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Respected Sir,

I am writing this in response to you for the post of a Math’s Teacher. I believe my extensive knowledge and writing skills make me an excellent candidate for the post.

I have completed my masters in Mathematics and am presently connected in a Reputed C.B.S.E. school as an associate teacher for Mathematics. The subjects I have been teaching are Algebra, Trigonometry, Calculus, Geometry, Statistics and Vector Calculus. I have gained a depth of knowledge in Mathematics. In addition to this, I have good knowledge of English and strong writing skills.

I am very much interested in taking education to the next level by bringing the essence of Mathematics into the daily lives of the students. My experience in research work allows me to develop my skills as well my urge of leaning this subject more and encourage my students to do the same. Teaching is something I always wanted to do and this job position will give the edge of a new working environment.

**Career Summary**

* Implemented, developed and maintained curricular and extracurricular programs
* Managed students and all activities of the school.
* Monitored attendance of students and staff members.
* Reviewed text books and notes of students and gave suggestions to them for improvement.
* Performed the tasks of rewarding students with zero absenteeism.
* Assisted school management in maintaining proper discipline inside school campus.
* Imparted trainings to teachers on techniques and methodologies of teaching.
* Administered various operations of school activities.
* Attended student management programs.
* Supported and encouraged innovative instructional programs.

**Work Experience**

Presently working in **Shree Vashistha Vidyalaya**, vav kamrej dist. Surat Gujarat.

One year Experience in **Hill Grove Col’s Academy**, koliwada sumerpur dist.Pali, Rajsthan.

One year Experience in **Sai Nath Group of Education**, Agra as a Mathematics Lecturer.

**Technical Qualification**

* Six Month Computer Course (basic) from Sita computer center Sadar bazaar Agra.
* Microsoft office Word, Microsoft office Excel, Knowledge of NETWORKING & Typing Hindi & English.

**Scholastics**

**2015 B.Ed**

Rajasthan University

**2014 M.Sc. (Math)**

Dr. B.R.A.U. Agra

**2012 B.Sc**

Dr. B. R. Ambedkar University

**2009 Intermediate** with **67.8%**

U.P Board

**2007 Matriculation**with **61.4%**

U.P Board