# RESUME

#  DSC_1368.jpg

 **Ramlath**

**Ramlath.350683@2freemail.com**

* PERSONAL SUMMARYA positively motivated, energetic team player who has a strong desire to grow a career in the field of early childhood education. Allison will alwaysensure that each child gets as much individual attention as possible, and is committed to raising standards and maximizing pupil progress. She hasa long track record of delivering high quality care and learning opportunities to children aged between two and five years old, and is more thanwilling to assume ultimate responsibility for the development of children under her care.
* DESIGNATION –TEACHER or ANY SUITABLE POST.

I am the person of precious Nature and I believe in discipline, honesty &loyalty as well as looking for professional challenging career, which will provide opportunity for continuous growthand learning new things also Right now i was looking to join a modern school with very good facilities, and which believes in nurturing.

* CAREER HISTORY
HIGHSCHOOL TEACHER (January 2010 – Dec-2013)

Responsible for helping to organize, plan and also participate in activities that entertain and teach children.Also in charge of observing and summarizing a child’s progress in areas such as reading, math’s and music.

Duties and responsible;

* Planning activities based on a child’s interest.
* Teaching children through structured play.
* Developing a child’s curiosity and knowledge.
* Abiding by all local regulations as well as safety protocols.
* Developing a well-managed, child oriented learning curriculum.
* Tidying up the classroom at the end of a lesson.
* Motivating and stimulating children's learning abilities.
* Building relationships with parents.
* Cleaning toys and class equipment.
* Ensuring the health, safety and wellbeing of the children.
* Updating the classroom bulletin boards with children’s artwork.
* Completing all required paperwork.
* Preparing and arranging pre-class materials.
* Maintaining pupil attendance records.
* Maintaining in good order the appearance, and décor of the classroom.
* Participating in school events.
* Submitting weekly lesson plans.
* Reporting to managing head daily and weekly base.
* KEY SKILLS AND COMPETENCIES

Teaching
* Building relationships with small groups of children.
* Possess current First Aid and CPR cards.
* Keeping up to date with changes in the curriculum and developments in best practice.
* Using appropriate language in and out of the classroom.
* Having patience and self-control when dealing with young children and their parents.
* Good planning and preparation skills.
* Able to quickly connect with parents and the local community.
* Providing pastoral care and support to children.
* Personal
* Ability to relate positively to children and adults.
* Excellent supervision and organizational skills.
* Greatly enjoy working with children.
* Able to quickly fit into an established school and work as part of an existing team.
* Areas of expertise
* Visual Supervision
* Child Protection
* Classroom Management
* Curriculum Development
* Parent Communication
* Staff Meetings

EDUCATIONAL QUALIFICATION:

* 2006-2009 : Graduated in B.A.Degree from Mangalore university with first-class
* 2009-201 : Completed B.Ed. Degree in Mangaloreuniversity with distinction.

TECHNICAL SKILLS:

Operating System : Windows 98/XP/7

Software Applications : MS-Office(MS-Word, Excel, power point and tally

PERSONAL DETAILS:

Date of Birth : 14/05/1987

Gender : Female

Marital Status : Married

Nationality : Indian

Languages known : English, Hindi, Kannada and Malayalam.

Hobbies : Reading Quran and books, Netsurfing, watching news

DECLARATION:

I hereby declare that the above-furnished details are true to the best of my knowledge and belief. Kindly consider my application sympathetically and provide me an opportunity to serve in your organization for which act of kindness. I shall be ever grateful to you sir.

 Talent and supporting their staff to learn and improve every step of the way.

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