

***PERSONAL DETAILS***

***DHANYA.***

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***AREAS OF EXPERTIS Classroom organisation Resource management Pupil motivation***

***Pupil discipline Curriculum planning Policy implementation Planning activities Diversity issues Classroom management Office administration Supervising Attendance monitoring***

**RESUME**

**PRT**

**PERSONAL SUMMARY**

An experienced, enthusiastic and focused teacher who is committed to safeguarding and promoting the education and well-being of children and young people at all times. I am passionate about giving young children the best possible education in life, and enjoy working in a busy environment and relishes the challenge of managing a diverse workload. I am able to establish a supportive relationship with not only students but also their parents and fellow teachers all with the aim of promoting and reinforcing a student’s independence and self-esteem. Fundamentally committed to good practice and innovation and who is very much a team player. Always engaged in continuous learning in order to broaden knowledge and experience; confident, passionate and enthusiastic about working with children. I am currently looking for a challenging teaching role that is only limited by the candidates drive and ambition.

**CAREER HISTORY**



St. Dominic’s Convent Higher Secondary School

PRT (CBSE Syllabus)

JUNE 2014 – MARCH 2016

Responsible for assisting in the educational and social development of pupils under the direction and guidance of the head teacher. In charge organising classes and responding to the strengths and needs of students during lessons.

**Duties:**

* Working in accordance with the school’s curriculum statement and policies.
* Monitoring and assessing a pupil’s progress.
* Participating in the development of appropriate syllabuses, materials and Schemes of Work.
* Ensuring confidentiality at all times.
* Carrying out a share of supervisory duties.
* Participating in and contributing to staff meetings.
* Actively involved in curriculum review and development.
* Teaching within the designated subject areas.
* Ensuring the correct use and care of equipment and resources is maintained.
* Participating in appropriate meetings with parents.
* Planning and preparing appropriate lessons and suitable teaching materials.



***PERSONAL SKILLS Critical thinking Professional conduct Sense of humour Teamwork Perseverance Attention to detail Confident***

***Creative energy Positive attitude***

**KEY SKILLS AND COMPETENCIES**

***Teaching attributes***

* Able to interact and form relationships with other professionals and agencies associated with the school.
* Knowledgeable about all areas of teaching.
* Can liaise effectively with parents through home/school diaries and phone calls.
* Can support students with emotional or behavioural problems and help develop their social skills.
* Excellent classroom skills.
* Playground monitoring and interventions to remind children of school rules.
* Strong Behaviour Management Skills.
* Responding to accidents and emergencies relating to pupils.
* Providing regular feedback regarding student’s progress to line managers and teaching staff.

***Personal attributes***

* Having a positive and creative approach to teaching.
* Setting high expectations which inspire, motivate & challenge students.
* Able to work flexibly as part of a high performing team.
* Able to work as part of a team.
* Committed to comprehensive education for all.
* Committed with high expectations of all pupils.
* Capacity for hard work.
* Ability to follow instructions and use initiative.

***Professional attributes***

* Assisting with the planning and evaluating of learning activities.
* Always student focused.
* Able to effectively manage pupils with difficult behaviour whilst encouraging them to highly achieve.
* Highly organised with excellent preparation.

**ACADEMIC QUALIFICATIONS**

**MA English** From Kamaraj University, Madurai, Tamil Nadu in 2014.

**B.Ed (English)** from Ideal Training Collage, Cherpulassery, Palakkad, Kerala(Calicut University, Kerala) in 2012.

**BA English** from Government Victoria Collage, Palakkad, Kerala (CalicutUniversity, Kerala) in 2011

**Teacher Training Course** (TTC) from Gandhi Sevasadan Training School(Government of Kerala) 2008.

**Plus Two** From Sreekrishnapuram Higher Secondary School (Board of HigherSecondary Kerala) in 2006.

**SSLC** From KPRP Higher Secondary School (Board of Public Examination) in2004.



***EXTRACURRICULAR***

***ACTIVITIES***

* ***DANCE***
* ***MUSIC***
* ***SPORTS***



**Place: Abu Dhabi**

**Date:**

***Areas of B. Ed teaching proficiency include the following:***

* Personality dynamics in education.
* Development and management of education in India.
* Trends and developments in modern educational practices.
* Information communication technology and communicative English.
* Methodology and pedagogic analysis of teaching English as follows; o Skills in language.

o Strategies of teaching English. o Theories of language learning. o Student grouping method.

o Language games.

o Continuous and comprehensive evaluation (CCE). o Remedial teaching method.

o Teaching of vocabulary. o Importance of phonetics.

**EXTRA CURRICULAR ACTIVITIES**

Well trained in Mohiniyattam, Bharathanatyam and Folk dances and contested the same in various stages in district level and university level.

**ADDITIONAL QUALIFICATION**

Post Graduate Diploma in computer application

Internet Fundamentals.

**LANGUAGE KNOWN**

English, Malayalam, and Hindi.

**PERSONAL INFORMATION**

Nationality : Indian.

Date of Birth : 12-October-1988.

Age : 27 years

Sex : Female

Marital status : Married.