**CURRICULUM VITAE**

Email: [babu.377021@2freemail.com](mailto:babu.377021@2freemail.com)

**Contact Nos.: C/o 971502360357**

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Name : BABU

Date of Birth : 07-03-1968.

Gender : MALE.

Marital Status : MARRIED.

No. of Children : TWO.

Passport

Date of issue and expiry : 05-01-2017(issue), 04-01-2027(expiry).

Place of issue : Kozhikode.

Educational Qualifications :

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| --- | --- | --- | --- | --- |
| Exam/Degree | Year | Board/University | Class/Division | Subjects |
| S.S.L.C. (Class 10)  Pre-Degree  B.Com.  M.Com. | 1984  1986  1989  1991 | Board of Public Examinations, Kerala State.  University of Calicut  University of Calicut  University of Calicut | First  Third  Second  First. | Malayalam, Hindi, S.S., Maths, English, Science  Accounts, Commerce, English, Hindi, BMT etc.  Accounts, Costing, Banking, Auditing, Mgt. Principle etc.  Accounting, Statistics, Economics, Income Tax,  Mgt. Principles. |

Professional Qualifications : B.Ed (Commerce).

` : Post Grduate Diploma in Computer Applications (PGDCA).

: Tally Accounting, Peach Tree Accounting.

Languages Known :

To Read : MALAYALAM, HINDI, ENGLISH.

To Write : MALAYALAM, HINDI, ENGLISH.

To Speak : ENGLISH, HINDI, MALAYALAM.

Games interested : Cricket, Badminton and Kabadi.

Experiences :

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| --- | --- | --- | --- | --- | --- | --- |
| **From** | **To** | **School** | **Board to which Affiliated** | **Designation** | **Subject Taught** | **Classes** |
| April  2017  June  2016  2009  Jan. 2007  Feb. 2004  Mar. 1999  June 1996  1994 | Till Date  Mar.  2017  April 2016  Dec. 2007  Dec. 2006  Dec. 2003  Jan. 1999  1996 | Karma Academy, Shaba, Bhutan  M.E.S. Central School, Tirur.  Kuendrup H.S.S., Gelephu, Bhutan.  Huvadhoo School Maldives.  Kuen-Gaa H.S.S. Paro, Bhutan.  Jigme Sherubling H.S.S., Bhutan.  Good Shepherd International School, Ooty.  Bhagat Singh Memorial College  Calicut. | Bhutan Council for School Examinations and Assessment  C.B.S.E., India.  Bhutan Council for School Examinations and Assessment  IGCSE Cambridge.  Bhutan Council for School Examinations and Assessment  ,,  I.S.C. India, IGCSE and AICE Cambridge  University of Calicut | V.P. Academics & Adm.  H.M. Senior Secondary.  V.P. Academics  & Adm.  Teacher  V.P. Academics  Teacher  Teacher  Lecturer | Accounts  Accounts.  Accounts.  Accounts  Accounts  Accounts & Economics  Accounts and B.Studies  Accounts | 11 and 12  11 and 12  11 and 12  8, 9, 10  11 and 12  9, 10, 11 and 12  9 -12  B.Com |

UAE Experience : Kerry Fisher Design. Accountant. One year(2008).

Experience in Communicating with CBSE: Student registration, Mark uploading,

Practical Exams, other correspondence

Etc.

Special Achievement : 1. Conducted Workshops relating to Classroom Management.

2. Done Workshop relating to Professional Development of

Teachers.

3. Workshop relating to Lesson Planning and Blue Print.

4. Conducted Workshop on 21st Century Pedagogy.

Responsibilities Handled : Maintain record of year Plan/Block Plan and check it with

syllabus coverage monthly.

: Prepare School time table.

: Conduct home examination, unit/monthly tests.

: Assess teachers’ performance with the help of students’

Feed back.

: Prepare time table for remedial class to the weaker

students.

: Direct teachers in assisting the high performers for

academic excellence (By Forming Apex Club).

: Prepare study time table for boarder students.

: Supervise classroom teaching of teachers with the help of

HODs.

: Meet with parents especially after examinations/tests.

: Take corrective action for disciplining students as the vice

chairman of the School Discipline Committee.

: Help teacher colleagues to have conducive teaching

atmosphere in the campus.

: Help and assist Principal in all school related activities –

both Curricular and Co-curricular.

**At present I am working as Accounts and Business Studies teacher in Buds Public School, Dubai on Visit Visa.**

Publication : **Easy Accounts- Course Guide for Class 12 Accountancy.**

ISBN: **08 978 99936 12 44 5**

Has experience in dealing with different Syllabuses like Central Board of Secondary Education, India, Indian School Certificate Examinations India, Cambridge University (‘O’ Level and ‘A’ Level), University of Calicut, and Bhutan Higher secondary Examination Certificate, Bhutan.

I do hereby declare that the above given information are true and correct to the best of my knowledge and belief.

Babu