CURRICULUM VITAE

BHANU

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OBJECTIVE:

To seek a challenging opportunity where I can implement my skills, experience and qualification in an organization, that promotes continual growth with strong opportunity to identify bottlenecks and create solutions for an organization**.**

PROFESSIONAL EXPERIENCE:

* Working as Assistant Vice Principal in Uran Education Society, Uran Navi Mumbai June 2017 to till date
* Worked as HOD in Shriram College of Arts, Commerce and Science Aug 2016- May 2017
* Worked at Mother Teresa Primary School as a Principal June 2014 – April 2016
* Worked at Snt John Sen .Sec. School June 2013 – April 2014
* Worked at Shiv Jyoti Day Boarding Group June 2012 – April 2013
* Workedat Snt. Joseph Senior Sec. School June 2011 – April 2012
* Worked at New Little Modern Sen. Sec. School June 2010 – April 2011
* Worked at Vses College of Computer Science June 2009 – April 2010

ACADEMIC PROFILE:

 Educational Qualification

* + - * M.ed from Singhania University
			* B.ed from J&K University
			* M.A in Hindi & English literature
			* Master in Business Administration from J.N.U.
			* Passed graduation in 2011, affiliated with Universityof Kota, Kota.
			* Passed 12thin 2008, affiliated with Rajasthan Board, Ajmer.
			* Passed 10th in 2006, affiliated with Rajasthan Board, Ajmer.

GOVT.COURSE WORK :

N.S.S.

R.C.S.I.T

D.I. (RAJIV GANDHI YOJNA)

P .D. P. ( J. D. B. Govt college)

Helpage india

Vaccine Programs

Chambal Advancture program

Swastika&Parivar Kalyan Vibhag

Rotri club kota

Institude of People Education

COMPUTER PROFICEIENCY:

* Professionally in MS-Word
* Internet
* Microsoft Excel
* Power Point
* Windows XP
* TALLY from RIITS COMPUTER INSTITUTE.

ACHIEVEMENTS & AWARDS:

* Participate & Won Certificates & Prizes in Cultural Activities at District Level Competitions

LANGUAGE KNOWN:

 English, Hindi & Punjabi

PERSONALITY ASSETS:

* + - * An enthusiastic team worker, sincere & hard working with a desire to innovate rather than accept readymade solutions
			* Motivated goal oriented with strong analytical skills
			* Quickly absorbs, retains new information & procedures

STRENGTHS:

* Good Communication Skills
* Hard Working Committed ,Punctual
* Ability to work in changing environment, Positive Attitude
* Team Work & Dynamic

PERSONAL PROFILE:

* Date of Birth 21st Feb. 1990
* Sex Female
* Marital Status Married
* Hobbies Reading, Traveling,

Listening Music

* Nationality Indian

DECLARATION:

I hereby declare that all the above information is true to the best of my knowledge and testimonial will be presented as and when required.