

**WORK EXPERIENCE**

9 Years

**AGE**

37

*Suresh*

TGT & PGT Hindi Educator





[Suresh.381268@2freemail.com](mailto:Suresh.381268@2freemail.com)



**ABOUT ME**

A dynamic professional with 9 years of rich experience in Teaching operations. Skilled in setting curriculums along with the experience of assessing students and holding examinations.

Efficient in planning and organising day-to-day activities related to teaching.

Expert academician with distinction of being associated with numerous

Presentations, Workshops for students, Talk Invitations, etc.

An effective communicator with demonstrated abilities at managing students for running successful teaching activities as well as developing procedures, service standards for academic excellence.



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|  |  |  | **Education** |  |
|  |  |  |  |  |
| **Masters, of Art (M.A.) Hindi Literature** | | | Graduated, April 2006 |  |
| Pandit Narendra PG College | | | Marks 63% |  |
| Osmania University Board | | | Division 1 |  |
| Hyderabad, Telangana | | |  |  |
| **Bachelor, of Art (B.A.)** | | | Graduated, May 2004 |  |
| Marathi Mhavidyalaya degree college | | | Marks 70% |  |
| Osmania University Board | | | Division 1 |  |
| Hyderabad, Telangana | | |  |  |
| **10+2** | | | Graduated, May 2001 |  |
| Marathi Mhavidyalaya degree college | | | Marks 77% |  |
| Osmania University Board | | | Division 1 |  |
| Hyderabad, Telangana | | |  |  |
| **SSC** | | | Graduated, March 1999 |  |
| Marathi Mhavidyalaya degree college | | | Marks 61% |  |
| Osmania University Board | | | Division 1 |  |
| Hyderabad, Telangana | | |  |  |
|  |  | **Professional Qualifications and Affiliations** | |  |
|  | |  |  |  |
| **Bachelor of Education** | | | Graduated, April 2007 |  |
| Neelam Sanjiva Reddy Education College | | | Marks 58% |  |
| Osmania University Board | | | Division 2 |  |
| Hyderabad, Telangana | | |  |  |
| **Vidhavan (Hindi Language)** | | | Graduated, May 2004 |  |
| Hindi Prachar Samiti | | | Marks 55% |  |
| Hyderabad, Telangana | | | Division 2 |  |



**Career Highlights**

Committed High School Teacher providing comprehensive supervision and support to students. Adept at creating an atmosphere conducive to learning while ensuring that the required curriculum is applied. Specialize in efficiently utilizing learning assets to foster a positive productive learning environment through astute observation and

engagement.

* Significant understanding of teaching concepts
* Excellent ability to engage with students
* Strong understanding of child behaviors
* Ability to put together customized lesson plans
* Exceptional organizational skills
* Outstanding communications abilities



**Skills**

* Experience of teaching Hindi language at college levels
* Thorough knowledge of Hindi grammar and literatures
* Skilled in preparing curriculum and syllabus for teaching
* Ability to communicate in writing and verbally in Hindi and English
* Excellent time-management, interpersonal, and problem-solving skills
* Ability to prepare, administer, and grade tests in Hindi language
* Adoptability to any kind of environment with others, hardworking & intelligent
* Comprehensive
* Problem solving ability



**Work Experience**

**August 8, 2013 – Current**

**Hindi language educator (TGT/PGT)**

**Shri swaminarayan gurukul international school**

**Hyderabad, Telagana**

Ensured that students were welcomed into a positive environment conducive to learning.Established positive relationships with students and provided tutoring when necessary.Assessed student progress and adjusted lesson plans based on student abilities.Participated in regular meetings with the administrator to provide input.

* Teaching Hindi language to students and administering tests
* Explaining Hindi grammar with examples and demonstration
* Using technology in teaching and ensuring students have understood the subject
* Assigning lessons and homework to students and correcting their papers
* Participating in surveys and collecting data on number of people interested in learning Hindi language

**July 7, 2010 – August 21, 2013**

**Hindi language educator (PRT/TGT)**

**Little star grammar high school**

**Hyderabad, Telagana**

Assembled detailed daily lesson plans in accordance with curriculum guidelines.Planned classroom activities and arranged for class field trips when appropriate.Taught a variety of subjects including mathematics history and basic science.Reviewed student assignments and provided a fair evaluation of all work.

* Initiated and led debates in classroom and encouraged use of Hindi language
* Tracked progress of students and provided them extra classes for improvement
* Created resources for student reference and improved test results

**August 2008 – April 2009**

**Assistant Teacher**

**Pandit Narendra PG college**

**Hyderabad, Telagana**

Delegated some responsibilities to classroom teaching assistants.Handled disciplinary issues in accordance with school guidelines.Offered constructive feedback to students and parents.Maintained an inventory of classroom supplies

* Maintained discipline inside and outside classrooms
* Organized and accompanied students on study trips



**Computer Proficiency**

* PG. DCA
* MS Word
* MS Excel
* Power Point
* Hindi Typist



**Languages**

* Hindi
* English
* Marathi



 Telugu

**Personal Interests**





Sports

School discipline





Learn new things

yoga

* School assembly
* Culture programs



**Personal Details**

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| --- | --- | --- | --- | --- | --- |
|  | | Marital Status: | Marred |  |  |
| Birthday: | March 15, 1979 | Nationality: | Indian |  |  |
| Gender: | Male | Religion: | Hindu |  |  |
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**Declaration**

I, Suresh, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.

