SHEETAL
Doha - Qatar
EMAIL: sheetal.381671@2freemail.com

**PROFESSIONAL EXPERIENCE**

1. Cambridge International School for Girls

Doha– Qatar ([www.cisgqatar.com](http://www.cisgqatar.com)) October 2016 – Present

* ⮚ Teaching IGCSE Business Studies and Economics year 10 and 11.
* ⮚ Hold Post of Cambridge International Examination Officer. Undertaking responsibilities of

registration and retrieving data on CIE Direct. Managing exams correspondence such as planning, organizing including dispatch of exam papers and results.

2. Al Ibdaa International School Accreditation Muscat – Oman (www.ibdaa.edu.om) June 2013 – June 2016

* ⮚ Taught As and A level Business Studies curriculum
* ⮚ Conducted seminar and workshop on Leadership and Entrepreneurship.
* ⮚ Organized Economics/ Business Studies Forum- Business plan Competition (New Venture Creation) and Financial Adviser at school educational forum.
* ⮚ Organized a visit to The Muscat Securities Exchange.
* ⮚ Meeting with the curriculum planner from Ministry of Education Oman and provided ideas and suggestion for the General Education Diploma- Business Studies, Grade 11 and Grade 12 curriculum.

3. Manu Prem School, Mumbai -
Mumbai India (www.manuprem.com) June 2007 -April 2009

* ⮚ Teaching Economics and Business Studies – Grade 9- Grade 12.
* ⮚ Designed curriculum and multisensory lesson plan for Business Studies and Economics.
* ⮚ Activity conducted in the classroom to teach concept of Market Share, Money exchange system, economic growth and Unemployment.
* ⮚ Participated in all aspect of IEP (Individualised Education Program).

4. Al Injaz Private School ,Muscat Oman (www.alinjazschool.com) Oct 2011 – June 2013 ⮚Teaching Primary classes.

5. Akanksha Organisation - NGO for underprivileged children (www.akanksha.org) Mumbai, India :June 2004 – April 2007

⮚Teacher at school adopted by Akanksha Foundation

**PROFESSIONAL DEVELOPMENT WORKSHOP / SEMINAR**

⮚Attended workshop on Learning Disability in the secondary School by Ms. Mindy Eichornunder the auspices of the MAHARASHTRA DYSLEXIA ASSOCIATION

⮚Seminar on Dyslexia its cause, symptoms, tests and treatment By Dr. Zirak Marker. Psychiatrist & Psychotherapist (Adult/Child)

**EDUCATION AND CERTIFICATIONS**

1. **Master of Business Administration :April 2015 - April 2017**

Strathclyde Business School - University of Strathclyde Glasgow (College of Banking and Financial Studies- Muscat, Oman)

Area of Concentration:

o Leadership
oNew Venture Creation

Project Methodology:- What can education sector learn from international high performing organisations?

**2. Bachelor of Education :June 2003- April 2004**
Bombay Teachers Training College (Mumbai University)

Area of Concentration: Economics

 **3. Bachelor of Arts :June 1999 – April 2002 (Mumbai University)**

Area of Concentration:

o Economic Growth and Development

o Economic Theory
o History of Economic thought
o Entrepreneur and Small Industries

o Financial System
o Elementary Math’s and Statistics

**4. Higher Secondary Education – Science :June 1998 – May 1999 Mumbai, Maharashtra Board**

Area of Concentration:

o Physics o Chemistry oBiology o Maths

**PERSONAL PROFILE**

**Nationality**:  Indian

**Date of Birth:**  27thMarch 1982

**Marital Status:**  Married

**Language Known:**English, Hindi, Marathi

**Co- Curricular Activities**:

Community Services

 Participated in Games/ Sports/Drama/ Play/ Dance

Volunteer in Akanksha Foundation (Organization for Underprivileged Children)

**Strength:** Determined