# CURRICULUM VITAE

**UJMA MANSURI**

**PTC ,BA(ENG)**

**B.ED. (PurSUING)**

**DOB: 08/11/1985**

**Near Old SBI,**

**Kadi – 382715 , Dist : Mehsana.**

**Email: umujmamansuri8@gmail.com**

**Mobile: +91 – 8160292154, 7265072254**

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| **OBJECTIVE** |

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| * **Looking for a challenging opportunity where the work culture is full of motivation.** * **To emerge as a successful Asst. Teacher by utilizing my Creative Talent and make a name in an institute.** |

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| **STRENGTHS** |

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| Time Management  Punctuality, Hardworking, Energetic  Comprehensive problem solving abilities |

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| **EDUCATIONAL QULIFICATION** |

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| **Course** | **Univ. / Institute** | **Year** |  |
| B.ed (Pursuing) | Guj. Uni.Ahmedabad. | 2018-19 |  |
| B.A (Eng.) | Guj.University, Ahmedabad | APR-2012 |  |
| P.T.C | Ksv.University, Gandhinagar | April - 2005 |  |
| H.S.C | G.S.E.B, Gandhinagar | March – 2002 |  |
| S.S.C | G.S.E.B, Gandhinagar | March – 2000 |  |
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| **OTHER SKILL** |
| Certification of Gujarat English Language Test designed by **SCOPE** with A1 Level  Certification of Basic Computer Course (CCC) |

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| **WORK EXPERIENCE** |
| **Designation** **Namae of Institute** **Experience** **Nature of work**  Supervisor/Teacher S.D. Eng. Med. School 10 years Administration  (Primary Section)  S.V. Campus, Kadi  Asst. Teacher Shiv Hari Eng. Med Sec.School 04 Years Teaching  (Secondary Section ) |

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| **PROFESSIONAL CARRER** |

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| Working as a **AFS Coordinator** Since,2016.I worked as **WDC Coordinator** Since, 2014  * Participation in different Training & Seminars organized by S.V.K.M. |

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| **HOBBIES** |

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| Reading, Singing, Teaching |

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| **PERSONAL DETAILS** |

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| **Father’s Name : Imtiyazbhai. G.Mansuri** | **Sex :** Female |
| **Nationality :** Indian | **Marital Status :** Married |
| **Languages Known:** English, Hindi, and Gujarati. | |

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| **AREA OF INTEREST** |

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| * Administration work in office and educational department. * Applying creative methods of Teaching * Good Management & Leadership Skill * Volunteerism at the educational level among illiterate people |
| **ACHIEVEMENT** |

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| * Successfully conducted many Annual Functions in the school * Significant role player in Woman Development Cell. * Effective Supervision in the school * Working as a major contributor of American Field Service inter cultural program |
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