

Cynthia Fraser

DOB: 03st April 1999

OBJECTIVE

To teach students in a way to motivate and nurture them intellectually and creatively. To impart knowledge and teach them to be good critical, analytical and creative thinkers.

EDUCATION

Welingkar Institute of Management Development and Research
PGDM — *Marketing Management, 2023 First Year- 81%*
Second Year- currently pursuing.

Prahladrai Dalmia Lions College
Mumbai University — *Bachelor of Management Studies, 2020 CGPA- 8.31*

Rizvi College of Arts, Commerce and Science
Mumbai — *12TH, 2016 HSC- 80%*

Holy Cross Convent School
Mumbai — *10TH, 2014 SSC- 69%*

WORK EXPERIENCE

Prudence International School, IGCSE, Panvel, India.
English Teacher, Grade IV to VIII, 27/06/2021 – till date.

- Taught students from grade 4 to 8 using different teaching methodologies best suited to the grade
- Drafted innovative and learner centric lesson plans
- Created and assessed weekly assignments involving practical and value based questions
- Trained students for elocution competition
- Performed administrative tasks of keeping detailed student records
- Managed parent teacher meetings as the class teacher for grade 6
- Evidently improved the English academic performance of students

Marigold 2/C 701, Beverly
Park, Mira Road, Mumbai.
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SKILLS

Creativity
Effective Communication
Leadership
Team Management
Analytical Skills
Interpersonal Awareness

LANGUAGES

English
Hindi
Marathi

Sanjay Ghodawat International School CBSE, Kolhapur, India
Assistant English Teacher, 22/06/2020 – 31/05/2021.

- Appointed as an English faculty to teach 4th and 5th grade students.
- Focused specifically on the reading and speaking skills of students from grade.
- Conducted and supervised MUN sessions for students.
- Trained and groomed students for various speeches, debates, anchoring.
- Constructed student centric and fun teaching and learning lesson plans. Performed administrative tasks like maintaining attendance, daily work report, performance and evaluation of students and so on
- Practiced effective grammar and vocabulary learning through short stories to make students understand better.

Ed Solution Classes, Mumbai, India
English Tutor, 2018 – 2019

- I was associated with Coaching Classes for 1 year.
- Taught English grammar and reading to 8th grade students.
- Simplified the concepts to help the students understand better.

INTERNSHIPS/TRAINING

Simran Interiors, Mumbai, India
Human Resource Intern, 12/2019 - 01/2020

- Attracting, Selecting and Hiring of desired candidates from within and from outside the company.
- Managing Emails and replying to the concerned queries.
- Learned to take interviews and hire talents according to company policies.
- Formulated job description according to job specifications.

PREVIOUS LEADSHIP ROLES

MUN Supervising Head, 06/2020 – 05/2021

- Trained and groomed students for various speeches and debates.
- Conducted and supervised MUN sessions for students.
- Mentored students for MUN competitions.

INTERESTS

Public Speaking
Debating
Creative
Writing
Dancing
Video Editing

HOBBIES

Dancing
Traveling
Knitting

Students Council, 2017 – 2019

- Led the Dalmia Lions Utsav an intercollegiate event as the **Head of Department of Anchoring** in 2018
- Led the Dalmia Lions Utsav as the **Head of Department of Literary Arts** in 2019

CERTIFICATIONS, PARTICIPATIONS, AND AWARDS

- I have secured the 2nd place in district level debate competition held by the university of Mumbai.
- Secured more than 20 wining certificates at an inter collegiate level in the field of debates, elocution, creative writing and so on.
- Won two pageants at an intercollegiate level.
- I was appointed as a judge to speculate the posture and slogan making competition at Prahladrai Dalmia Lions College.