

**Arpit Garg**

B.Com, B.Ed, M.Com, UGC NET (Commerce)

[garg.arpit94@gmail.com](mailto:garg.arpit94@gmail.com)

+91-8527360383 (M)

Gurugram, India

**OBJECTIVE**

Intend to build a career as lecturer with leading institution that requires my skills and expertise to develop young minds and work for overall development of scholars.

**EDUCATIONAL QUALIFICATIONS**

Degree	Institution	Year of Passing	Board/University
B.Ed	Reliable Institute	2022	Chaudhary Charan Singh University
M. Com	Chaudhary Charan Singh University	2019	Chaudhary Charan Singh University
B. Com	School of Open Learning	2017	Delhi University
XII	St. Joseph's Academy	2012	CISCE
X	St. Joseph's Academy	2010	ICSE

**CERTIFICATION PROGRAMS**

- Pursuing- Counselling Skills Certificate Course
- Pursuing- Financial Modeling & Fundamental Analysis
- UGC NET (Commerce)
- Creating apt investment portfolio
- Basics of GST
- Orientation Program by ICAI
- Information Technology Training
- Tally 9

**WORK EXPERIENCE****1. DPSG, Gurugram**

Designation- PGT (Accounts &amp; Business Studies)

Duration- Jan 2022 – till date

**Key Responsibility:**

- Grade level coordinator (Class XII)
- Entrepreneurships Club in-charge (Class VIII – XI)
- Prepare and deliver lectures
- Evaluate and grade students' class work, assignments, and papers

- Compile, administer, and grade examinations, or assign this work to others
- Prepare course materials such as syllabus, homework assignments, and handouts
- Maintain student attendance records, grades, and other required records
- Initiate, facilitate, and moderate classroom discussions
- Plan, evaluate, and revise curriculum, course content, and course materials and methods of instruction
- Collaborate with colleagues to address teaching and research issues

## **2. St. Joseph's Academy, Ghaziabad**

Designation- PGT (Accounts & Commerce)

Duration- 18 Months (December 2018 – May 2020)

## **3. S.N. Modern School, Ghaziabad**

Designation – TGT (Mathematics) & Administrator

Duration- 16 Months (July 2015 – October 2016)

## **4. Nandini Public School, Ghaziabad**

Designation – TGT (Mathematics)

Duration- 9 Months (September 2014 – May 2015)

## **5. Advance Classes**

Designation- Owner and Teacher

Duration- 2014 – Till date

### **IT SKILLS**

- Office 365
- Microsoft Power Point
- Microsoft Word
- Microsoft Excel
- Microsoft Teams and Zoom

### **EXTRA CURRICULAR ACTIVITIES**

- Football
- Javelin throw
- Shot put

### **INTERESTS**

- Teaching
- Fitness
- Travelling
- Stock Market Investment

## PERSONAL DETAILS

Date of Birth : 15/03/1994  
Gender : Male  
Language Known : English & Hindi  
Permanent Address : A- 35 (a), Nand Gram, Ghaziabad, Uttar Pradesh, 201001  
Marital Status : Single