

ANITA UPENDER PARMAR

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CAREER ASPIRATION

I wish to be employed in a position suitable for my education with scope to make use of my past experience. I hope to be up to date with new trends of teaching and to use creative techniques inside my classes. I'm willing to work in a team and interested in exchanging ideas with others. I always seek professional development through reading periodicals, having training courses, surfing the web, and attending conferences.

Looking forward to apply acquired teaching skills for the progress of the organization

TECHNICAL/KEY SKILLS

- Microsoft Office package (MS word, Excel, Power point).
- Working knowledge of the Internet.
- Excellent command over English language (verbal and written) and excellent comprehension skills.
- Having experience to work on Linux through Educom and Extra marks.
- Having experience to work on Jointica (software)
- I am also used to developing educational materials using Power Point templates.

STRENGTH

Self-motivated, Possess Positive Attitude, Down to Earth, Hard Working, Punctual, Interaction Skills, Zeal to learn, Enthusiastic, Helping and co-operative, Leadership, Initiative, Have Patience, Problem solver.

EXTRA CURRICULUM

- Actively participated in elocution, dramas, poem recitation painting competitions and fancy dress competition while

HOBBIES/INTEREST

Reading books and novels, photography, Visiting new places, Interest in drawing and painting, Art and Craft, Listening songs

ACADEMIC QUALIFICATION

Course	University/Board	Subject	Percentage	Year
M.Com.(Accounts & Law)	Dr. B.R.Ambedkar University, Agra	Accounts & Law	57.5	2010
B.Ed.	Dr. B.R.Ambedkar University, Agra	Education	60	2005
M.Com. (Applied Business Economics)	Dr. B.R.Ambedkar University, Agra	Applied Business Economics	62.9	2004
B.Com	Dr. B.R.Ambedkar University, Agra	Accounts & Law, Business Administration & Applied Business Economics	52.9	2002
Intermediate	CBSE. Board	Accountancy, Business Studies, Economics, English & Hindi	55.6	1999
High School	CBSE. Board	English, Hindi, Mathematics, Science & Social Studies	53.2	1997

PROFESSIONAL QUALIFICATIONS

- CTET (2015) Upper Primary Level with 60.7%.
- CTET (2015) Primary Level with 69.3%.
- UPTET (2011) Upper Primary Level with 64.7%.
- UPTET (2011) Primary Level with 72.7%.
- CSB-PGT (Commerce) in 2011 from AWES (Army Welfare Education Society Delhi) with 59%.

TRAINING COURSES

- Attended PRT Workshop including CBSE workshop on life-skills and CCE for one week at FDRC (Faculty Development and Research Centre, AWES, New Delhi) in 2012 and 2014.
- Conducted Teacher's Workshop on Life Skill (Communication skill) at Army School Agra cantt in 2011.

PROFESSIONAL/TEACHING EXPERIENCES

- **One year and four months** of teaching Experience as **PGT Commerce** in **Kendriya Vidyalaya No. 1 Air force Station Agra Cantt** from **10th July 2007 to 7th Nov 2008**.
- **Nine years** of Experience as **PRT** in **Army Public School Agra Cantt** from **15th April 2009 to 19th Jan 2017**.
- **Ten Months** of teaching Experience as **PRT** in **Greenwood Public School, Gurugram** from **1st July 2022 to till date**.

ADDITIONAL SKILLS AND RESPONSIBILITIES FULFILLED

- Excellent communication skills and ability to mix with children effortlessly which help in solving their problems.
- Ability to teach the lessons in an interesting way so that the students see the logic and retain the information.
- Ability to work with children of different aptitude and skills and also give individual attention to students for improving school results.
- Ability to conduct dance shows, fancy dress competitions and decorating class according to various themes.
- I use to design and conduct lessons for students.
- I track students' progress and communicate results to parents at the end of each month during PTA.
- I plan and instruct each subject area using wide variety of teaching aids, motivational and implementation strategies to engage students in active learning.
- I incorporate learning modality principles into classroom and individual instruction.
- I implement technological approaches to subject material. Research educational resources on the Internet. Assist with information retrieval.
- I am exceptionally energetic and enthusiastic teacher who projects a charisma that captures the imagination of students, demonstrated excellent classroom management skill.
- I deeply involve myself in learning different approaches about the betterment of learners.
- I have the ability to motivate students and share a love of learning that fosters a successful classroom environment.

PERSONAL DETAILS

Father's Name: Late Jagannath Singh

Date of Birth : April-06-1982

Gender : Female

Marital Status : Married

Language Known : English & hindi

DECLARATION

I hereby declare that all the information given above is correct to the best of my knowledge and belief.

ANITA UPENDER PARMAR