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1904/1, Jawahar Colony,  
NIT Faridabad (Haryana),  
Faridabad, India



05 September, 1994

## SKILLS

Planning curriculum &  
Maintaining records

Classroom Management

Aware of technological  
advancements

Design worksheets

Patient and kind with children

Creativity

Team spirit

Time management

## LANGUAGES

**Hindi**

Full Professional Proficiency

**English**

Professional Working Proficiency

## INTERESTS

Craft work

Learning new Things

Food

Dance

Fun activities

Watching Movies

# KAVITA

## HINDI TEACHER (PRT & TGT)

Experience and passionate teacher with a love for educating today's kids. Focused on organizing and leading quality lesson plans and activities that promote individual growth, active imaginations and positive learning experience.

## WORK EXPERIENCE

### PRT Teacher (HINDI)

#### Vidya Niketan School

11/2016 - Present,

Faridabad, Haryana, India

*Achievements/Tasks*

- Design lesson plans based on child – led interest and curiosities.
- Encourage students to actively play and explore new things with fellow classmates.
- Using integrating technology into classrooms. it helps students build essential 21<sup>st</sup> –century skills.
- Facilitated outdoor learning experiences and the involvement of nature as much as possible.

### PRT Teacher

#### Internship in govt. school (under HBSE)

07/2014 - 08/2015,

Faridabad, Haryana, India

*Achievements/Tasks*

- Evaluated and revised lessons plans and course content to facilitate and moderate classroom discussion and student centered learning .
- Maintained organized files for each students containing documents indicative of their progress.
- Encourage the social development of students by facilitating meaningful opportunities for play .

## CERTIFICATES

- **C.TET (Central Teacher Eligibility Test) Qualified Level – I**
- **C.TET (Central Teacher Eligibility Test) Qualified Level – II**
- **Basic Knowledge of computer.**
- **Web Designing.**

## EDUCATION

- **M.A ( Master of Art ) in Hindi from MDU Rohtak .**

07/2016 – 07/2018

- **B.ED from Chaudhary Ranbir Singh University, Rohtak.**

08/2018 - 12/2020

- **JBT from HBSE**

07/2012 - 08/2015

- **B.A ( Graduate) from MDU Rohtak.**

07/2013 - 07/2016

- **XII from HBSE**

04/2011 - 06/2012