

RICHA SHARMA

PGT BIOLOGY

A committed & innovative secondary school teacher who is passionate about delivering academic leadership, focused on learners' need with 5 years of experience. Experienced in leading, managing and developing science department to ensure it achieves the highest possible standards of excellence in all its activities as department head.

ACHIEVEMENTS

- Award of Appreciation by Department of Science & Technology(GOI) for facilitation of student & selection in 9th National Level Science Exhibition - Inspire Manak
- Awarded 'Excellence in Instructional Leadership By The Ashiana School, Bhiwadi
- Recognized for contribution In Microbial Science by Microbiologists Society of India

SKILLS

- Superior knowledge of Biology curriculum
- Experience in the laboratory procedures & equipment
- Communications abilities
- Computer Literacy
- Classroom management
- Collaboration & teamwork
- STEM/STEAM methods
- Quest to learn

CONTACT INFORMATION

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Address:

Bhiwadi, Rajasthan



EDUCATION BACKGROUND

Bachelor of education September 2015
Maharishi Dayanand University, Rohtak

Pre-PhD course work(Microbiology)2009-2010
TERI University, New Delhi

Master of Science (Microbiology)2005
Jiwaji University, Gwalior

Bachelor of Science 2003
Maharishi Dayanand University, Rohtak



PROFESSIONAL EXPERIENCE



The Ashiana School, Bhiwadi |July 2019- Present

Head of department(2019-current)

- Designing the regulations, curriculum, and syllabi.
- Appointing Class committees, Class Advisors, Faculty Advisors, etc. for the department and arrange to make teaching-learning student-centric.
- Lab-Audits
- Oversee the teaching performance, research activities and projects of all faculty of department

PGT Biology

- Developed and integrated curriculum in accordance with CBSE guideline for classes 9-12.
- Assisted students with classwork and held daily lesson plans with experiential learning
- Tracked students' progress and gave individual feedback
- Arranged monthly progress reports and quarterly grades

Academic Coordinator

- Establish, evaluate and develop the academic aims and standards of the Math's, English, and Science, curriculum and assessment for classes 9-10
- Leading pedagogical initiatives and approaches
- Leading pupil progress and tracking systems in core subject areas

MEMBERSHIPS

Lifetime member of
Microbiologist Society Of
India

HOBBIES

- Reading
- Travelling

REFERENCES

On request



DST-MANAK Inspire In- charge & Interschool competitions

Responsibilities and Recognition

- Felicitated selection of 4 out of 5 students in All India 500 merit in ISRO Cyber space competitions
- Felicitation of students in Manak Inspire(DST-Projects)at Regional Level)
- Selection of student in Top 60 Inventors at National Level

P.T.M In-charge

Mentor to new Joiness

School Admission Panel



Bal Bharti Public School | July 2016- March 2017

- HOD Science
- TGT Science



The Energy Resource Institute| July 2009- Jan 2011

Research Associate-DBT-IOCL Biofuel Project

- Screening and identification of algal species
- Pilot scale optimization
- Standardization of experiments & Instruments.
- Drafting Research proposal and Papers



IMTECH,CSIR LABS, Chandigarh |

Jan 2005 -Jan 2006

Jan 2009- July 2009

Project Assistant

- Screening and identification of bacterial species using biochemical and molecular procedures
- Standardization and optimization of instruments like PCR, Electrophoresis, spectrophotometer etc.
- Drafting and editing of research papers

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