**SRISHTI JAIN** G-27, 2nd Floor South City-1

(BA Hons. (Eng), MA English) Gurugram Haryana-122001

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**OBJECTIVE**

To obtain a position of teacher that will utilize my dedication to children’s educational needs and development and to encourage creativity and higher-order thinking in a way that increases students’ performance.

# ACADEMIC QUALIFICATION:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No. | Standard | Board/ University | Year | Percentage |
| 1. | HTET L-2 | The Board Of School Education Haryana | 2022 | QUALIFIED |
| 2. | CTET P-1 | CBSE BOARD | 2021 | QUALIFIED |
| 3. | CTET P-2 | CBSE BOARD | 2021 | QUALIFIED |
| 4. | B.Ed | CRSU, Sonepat, Haryana | 2020 | 69.58 |
| 5. | M.A. (English) | Indira Gandhi National Open University | 2018 | 57.38 |
| 6. | B.A.(English) Hons. | Deshbandhu College, University Of Delhi | 2016 | 57.11 |
| 7. | Senior  Secondary | CBSE Board | 2013 | 81 |
| 8. | Secondary | CBSE Board | 2011 | 66 |

**WORK EXPERIENCE:**

1. Worked as an assistant teacher for a child of **The Heritage School**

Roles and responsibilities:

* Complying with all rules and policies in regards to safety.
* Helping Lead Teacher develop, plan, and implement appropriate ABA curriculum and methods.
* Assisting Lead Teacher in the development of each child’s individual goals and objectives.
* Setting up and maintaining appropriate learning environment.
* Attending and participating in required meetings.
* Meeting monthly with the Lead Teacher for supervisory meetings.
* Maintaining accurate daily progress notes, data collection, and attendance records and completing all paperwork in a timely manner.
* Maintaining discretion and confidentiality of child and family information at all times.
* Alerting Lead Teacher to any problems or social information about an individual child.
* Assuming temporary responsibility for the learning environment in the absence of the Lead Teacher.
* Seeking professional growth through reading, attending workshops, seminars, conferences, and/or completing advanced course work.
* Communicating professionally at all times with students, family members, consultants, elementary school personnel, referral sources, all other staff members and other providers.
* Performing daily activities such as, but not limited to, reading, playing and doing activities with the children, organizing of the physical space.
* Functioning as a teacher or a shadow in inclusionary settings.
* Actively participating in pre-service and in-service information and training sessions.
* Performing such other appropriate and position-related duties and assumes such other responsibilities as the Lead Teacher, Program Coordinator and/or the Program Director may assign.

**2.** Served as a **home tutor**, for almost 9 years, for students of many renowned schools.

**3.** Served as a Counselor in **Bachpan Play School.**

**Trainings:-**

* Participated in training for job organized by The Heritage School.
* Participated in training organized by Bachpan Play School.

**SKILLS:**

* Good Communication Skills
* Good Demonstrative skills which helps the student to learn and understand easily.
* Good command over English and Hindi Language
* Taught online in pandemic so well aware about the technology.

**ATTRIBUTES:**

* Flexibility & willingness to learn.
* Have Patience
* Hard working
* Perseverance
* High ability of quality working in stress conditions.

**PERSONAL DETAILS**:

* Father’s Name: Mr. Kailash Jain
* Mother’s Name: Mrs. Pushpa Jain
* Date of Birth: April 17, 1995
* Gender: Female
* Languages Known: English, Hindi
* Hobbies: Baking and cooking
* Marital Status: Single

Date: (Srishti Jain)

Place: New Delhi