

RESUME

Kavita Chetan Shah

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CAREER OBJECTIVE

- ✓ To obtain a position as an English teacher at your esteemed institution to impart perfect English knowledge with excellent speaking skills , vocabulary and grammar.
- ✓ To attain the feeling of self satisfaction of being productive.
- ✓ To serve the institution whole heartedly.
- ✓ To contribute to the growth of the institution along with my own.

ACADEMIC CREDENTIALS

- B.Ed, 2nd Year (Presently Pursuing)
- B.Com, Mumbai University (1991)
- HSC , V.G. Vaze College of Arts, Science and Commerce, Mulund, Mumbai
- SSC , Mount Carmel Convent High School
- Master Degree in Reiki
- Diploma in Herbal Skin & Hair care

PROFESSIONAL EXPERIENCE

- **Teacher at Hillfort Public School (3 Years)**
Imparted knowledge of English to Classes 2,3,4 &5 for 2years
Currently teaching English & Social Studies to Classes 4 & 6 resp.
- **Admin, PRO, Promotion and Event Head at Hillfort Public School {1yr}**
Managing Events & Celebrations, Counselling, Planning Promotion, Media &PR.
- **Event Management**
Weddings & Corporate Events
Social events
Prince & Princess of Gujarati Samaj :
Youth Fest Of Gujarati Samaj
Social events-- Prince & Princess of Gujarati Samaj ;Youth Fest
- **Editor (4 years)**
Gujarati Monthly magazine – Madhya Bharat Dashashrimali Varta

- **Play Writer and Director**

Scripted numerous Hindi , English and Gujarati Plays

- **Hobby Classes**

Saree Draping , Instant Make-up , Chocolate making

- **Workshops**

Personality Development

Public Speaking

Spoken English

Associated with

- K.V.O Mahila Samaj, President
- Gujarati Mahila Samaj, President
- Shri Nagpur Gujarati Samaj, Past Convener Of Youth Wing
- Lions Club of Nagpur-- North, Past President
- Maharashtra Rajya Gujarati Sahitya Academy, Former Member
- Antrang Mahila Chetna Manch- Former Committee Member
- Hindi Mahila samiti - Former Member
- Well connected with Radio Jockeys , Print & Online Media of Nagpur

Personal Details

Spouse	: Chetan Shah - Businessman
Children	: Harsh Shah – Event Manager , Social Media Marketing : Devanshi Shah – Architect
Date of Birth	: 18/11/1970
Gender	: Female
Nationality	: Indian
Languages Known	: English, Hindi, French, Kutchhi, Gujarati, Kannada, Marathi
Hobbies	: Reading, Travelling, Poetry Writing, Socialising
Profession	: Reading, Travelling, Poetry Writing, Socialising : Editor of Gujarati Monthly Magazine Script writer and Director Personality Development Trainer Public Speaking & Hobby Classes Spoken English Tutor

I hereby declare that all the above information given by me is true of my best knowledge.