# **BANDANA JHA**

#### PERSONAL PROFILE

A committed high school teacher who is passionate about delivering lessons to high school students. Focused and driven to promote student improvement through continuous academic progress monitoring. Dedicated to developing an effective high school social science & political science curriculum that focuses on achieving realistic objectives.

### SKILLS

- Good knowledge of Political science & Social science curriculum
- Communications abilities
- Observational skills
- Classroom management
- Collaboration & teamwork
- Diligent Educator

#### CERTIFICATES

- ECCE(Diploma in Early Childhood Care and Education)
- B.Ed (Method paper History/Civics)
- NET (Subject- Political Science)
- CTET (Social Studies; for class 6 to 8)
- Certificate course in Information Technology.
- Keyboard trained (For three years)

#### **ACHIEVMENTS**

- Moderator of Interact Club
- Secretary of Child Protection Committee
- Member of School Management Committee
- Moderator of Linguistics Club
- Moderator of Std 8 & Std 12

#### **CONTACT INFORMATION**

Contact Details: 9472707142, 9930067584

Gmail: bandana.diwansh@gmail.com

Place : Greater Noida

#### **EDUCATION BACKGROUND**

#### IGNOU

Master's OF Arts (History) | 2019-2021: 1st Division

#### Ranchi University

Masters of Arts in Political Science | 1996-2000: 1st Division

Bachelor of Arts in Political Science | 1993-1996: 1st Division

#### Mrs. KMPM INTERCOLLEGE, JAMSHEDPUR

Std. 12 | Passed in 1993: 2nd Division

#### D M MADAN HIGH SCHOOL, JAMSHEDPUR

Std. 10 | Passed in 1991: 1st Division

#### **TEACHING EXPERIENCE**

# Social Science (Std 7 to 10) & Political Science (Std 11-12) Teacher (Jan 2017-Current)

#### Xavier School Jamshedpur, Jharkhand

- Created lesson plans and made adjustments based on overall class performance throughout year.
- Gave assignments, graded work and regularly discussed performance with students
- Conducted regular parent-teacher conferences to keep parents informed of student progress

## Nursery Coordinator (April 2014-Sep2016)

Vriksha, Mumbai ,Maharashtra

- Created lesson plans and made adjustments based on overall class performance throughout year
- Gave assignments, graded work and regularly discussed performance with students
- Conducted regular parent-teacher conferences to keep parents informed of student progress.

# Nursery Coordinator (Mar 2013-April 2014)

Kangaroo Kids, Mumbai, Maharashtra

- Quickly learned new skills and applied them to daily tasks, improving efficiency and productivity
- Carried out day-day-day duties accurately and efficiently.
- Used critical thinking to break down problems, evaluate solutions and make decisions

### Social Science Teacher (Std 2-4) (April 2010-Jul 2012)

#### Central Public School, Adityapur, Jamshedpur

- Engaged with children on individual basis to build positive relationships and promote learning.
- Promoted physical, academic and social development by implementing diverse classroom and outside activities.
- Implemented curriculum to enhance classes with learningfocused activities.