CURRICULUM VITAE

Sumedha Kaur Sethi

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H. No. 385, 4 Marla, Model Town Gurgaon

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**CAREER OBJECTIVE**

The objective is to contribute to the organization’s success by fully harnessing the opportunities and deliver best possible solution. My vision for children is not to teach them the book but make every learning session an experience. For me teaching is not merely renouncing them the typed words but to make them understand all the spheres of what they will be learning in my teaching session.

**ACADEMICS**

* Pursuing B.Sc. Final year from Swami Vivekanand Subharti University, Meerut.
* B.A. Prog. from Delhi University.
* Diploma in Education (J.B.T) from Swami Amardev Training Institute, Pataudi securing 85% (agg. Of all 4 sems) in the year 2013.
* 12th from Sh. S.N. Sidheshwar Sr. Sec. Public School (CBSE) securing 75% (Non-Med.) in the year 2009.
* 10th from Sh. S.N. Sidheshwar Sr. Sec. Public School (CBSE) securing 77% in the year 2007.

**PROFESSIONAL SUMMARY**

* Working with **British Oak Tree School, Sector 57, Gurgaon** as a PRT Teacher from July,2018 till date.
* Worked with **Medhaam Corporate Daycare**,**Tikri** as a Center Head from January,2017 till March,2018.
* Worked with a book publisher as a Senior Administrator from September, 2014 till August,2015.
* Worked with **LT Atul Katarya Memorial School, Sector 5,Gurgaon** as a PRT teacher from March, 2014 till August, 2014.

**ACHIEVEMENTS & EXTRA CURRICULAR ACTIVITIES**

* Passed CTET (Central Teacher Eligibility Test).
* Active member of the student’s council in school.
* Actively participated in debates, poem recitations, quizzes & cultural activities.
* Active participation in Science related Activities.

**OTHER ACTIVTIES**

* Proficient in MS Office – Excel /Power-point, Word and internet.
* Skills - Strong Interpersonal, Project Management and Communication skills and intellectual in child psychology.
* Have many accolades in debates and keen interest in knowing the early childhood.

**LANGUAGE KNOWN**

* English, Hindi and Punjabi

**PERSONAL INFORMATION**

Father’s name : Mr. Suresh Kumar

Date of Birth : 28th august 1991

Languages : English Hindi & Punjabi

Address : H. No. 385- 4 Marla Model Town Gurgaon

Marital Status : Married

Nationality : Indian

(Sumedha Kaur Sethi)