

CURRICULUM VITAE

RAMESH .A

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OBJECTIVE :

To work in an organization for a bright future prospect and to obtain a progressive challenging position

JOB PROFILE: AS A IELTS/COMMUNICATIVE FACILITATOR

Train the students to score a Good Band in English and it requires of enhancing the receptive skill and expressive skill which includes Listening, Reading, Writing and Speaking Module.

Orientating with Listening Module one has to follow a talk or conversation and look for specific information, identifying ideas, following signpost words, and looking beyond the concept which help to find answer accurately for the questions.

To get familiar with the given text for Reading Module, one has to scan for a specific detail, identifying the main ideas and supporting ideas, understanding the argument and identifying the writer's views and claims.

Interpreting the visual information or collected ideas/hints for writing module one has to compare and group the information, organising the points logically and clearly and linking the ideas and to present in written form.

Responding to the topic and to elaborate a speech for speaking module, it requires hints and relevant vocabulary to link and expand your ideas and to start with, one has to explore the theme, justifying the two sides of an argument, using the notes and extending the conversation or speech with rhythm and timing to make a talk flow.

WORK EXPERIENCE :

- | | |
|--------------------------------------|----------------------------------------------|
| i).From September 2020 to till date | : ZEFT English Lab, Tambaram |
| Role | :IELTS and Communication Trainer |
| ii).From June 2019 to September 2020 | : FHSM -Smile Foundation PVT LTD |
| Role | :IELTS and communication /Soft skill trainer |
| iii).From March 2017 to May 2019 | : As a IELTS Trainer Freelancer |

- iv).**From August 2016 to February 2017** : Haritha Overseas Education LLP Adaiyar
Role :IELTS and communication trainer
- v).**From June 2015 To March 2016** : Lanchestter Academy PVT LTD
Role :English Hand Writing Expert (Write wiz) at
D.A.V.School, Velachery
- vi).**From December 2013 To June 2015:**
Role :IELTS / TOEFL Trainer

JOB PROFILE: (ENGLISH TEACHER)

- i) Explaining the text in the lesson and developing speaking and grammar skill.
- ii) Maintaining and submitting Weekly Notes of Lesson and Daily Record of work.
- iii) To Facilitate the students in lexical, Semantic, Phonology and Syntactical which make one a proficient in English Language.
- iv) Maintaining scholastic & non scholastic performance record for summative exam.
- v) Explaining the lesson and the grammatical importance with aid of smart board.

EXPERIENCE IN MATRICULATION AND CBSE SCHOOLS:

Institutions :

1. Digital Spoken English Lab, Guindy, Chennai 1 year (June 2013 to December 2013)
2. Athena Global School (CBSE) at chidambaram 1 year (June 2012 to May 2013)
3. Shalom Matriculation School, Vandalur 1 year (June 2011 to May 2012)
4. BSSK Matriculation School, Mudichur 7 years (June 2004 to April 2011)
5. Tagore Matriculation School, Tambaram 5 years (June 1999 to March 2004)

ACHIEVEMENTS :

1. Produced 100% result in English for 5 years consecutively.
2. Awarded 'Best Teacher' for the year 2009-10 in recognition for service to students, institution and society.
3. Identify a student's strength and weakness and counsel them for betterment of learning process and found a good result.
4. Providing absolute motivation and interpreting their language skill to develop academically and got good appreciation from parents and management.

OTHER EXPERIENCE IN NON ACADEMIC INSTITUTION :

1. Worked as Accountant at Tambaram Showroom - SINGER INDIA LTD.
(Year Aug.1995 - July 1997)
2. Worked as Logistics Officer at Vanagaram - SINGER INDIA LTD.
(Year Aug.1997 - May 1999)

Job Profile in Non-Academic Institution :

1. Maintaining stock inward and outward register.
2. Preparing quotation and writing vouchers.
3. Maintaining clients ledger.
5. Identify a student's strength and weakness and counsel them for betterment of learning process and found a good result.
6. Providing absolute motivation and interpreting their language skill to develop academically and got good appreciation from parents and management.

PERSONAL DETAILS :

Date of Birth & Age : 15.04.1969, 53 Yrs

Educational Qualification : M.Sc. B.Ed.

Sex : Male

Marital Status : Married

Father's Name : Alagar T

Nationality : Indian

Mother Tongue : Tamil

Languages Known : Tamil, English & Hindi

Extra Curricular Activities :
1. Passed National Cadet Corps
'B' Certificate Exam.
2. Attended NCC Annual Training Camps.
3. Participated in N.S.S. and Rotract Club.
4. Participated in Sports and Games like Hockey
and Football.

Strength : Patient Listener & Challenging Ability

Hobbies :
1. Reading Books and Taking Hints, doing Paper
Work, Collecting Natural Sceneries and
interested in Drawing.
2. Interested in Geographical Terms & Concepts.

Computer Proficiency :
Application : MS-Excel, Word
Web Tools : Proficiency in Internet & Email.

Place : Chennai

Date : (A. Ramesh)