

P.LAKSHMI NIVEDHA
No:14, Kutty Gramini Street
Mandaveli
R.A.Puram
Chennai - 28
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CAREER OBJECTIVE

To be a skilled and competent Teacher and an explorer of knowledge always, aiming for the growth of self and the organization.

EDUCATIONAL QUALIFICATION

COURSE	INSTITUTE	BOARD / UNIVERSITY	YEAR OF PASSING	PERCENTAGE
Dip.El.Ed	National Institute of Open School	Autonomous (NIOS)	2018	75%
B.E (CSE)	Anand Institute Of Higher Technology	Anna University Chennai	2013	73%
H.S.C	Sir Sivaswamy Kalalaya Higher Secondary School.	State Board	2009	86%
S.S.L.C	Children's Garden Higher Secondary School.	State Board	2007	91%

SKILL SET

HTML Editing Tools: Macromedia Dreamweaver, Microsoft FrontPage

Graphics Tools: Flash, Adobe Photoshop, Adobe PageMaker, Adobe Illustrator, Indesign

Office Package: Microsoft Word, Microsoft Excel, Microsoft Access, Microsoft PowerPoint, Microsoft Outlook Express

Languages Known: Visual basic, C, C++, java, LOGO, Q-Basic, ASP, SQL server, NET, C#

AREA OF INTEREST

Computer Science, Mathematics & English

PERSONAL SKILLS

Mentoring and leading students

Strong team working, leadership and communication skills

WORK EXPERIENCE

Institute	:	St.John's Matriculation Hr.Sec.School Mandaveli Chennai-28
Designation	:	Teacher – Computer science
Duration	:	Feb 2016 – till date
Responsibility	:	Computer science – theory and laboratory Organizing variety dance programme for various school events
Organisation	:	Simpson & Co Ltd Chennai
Designation	:	Software Developer
Duration	:	2years
Responsibility	:	Oracle implementation team member, creation of new jobs in BoM, Payroll reports, Inventory module report design

EXTRA-CURRICULAR ACTIVITIES

Bharathanatiam weekend classes at own school “Sri Sai Natyalaya”

Choreography for various events – Classical, Folk, Western, etc

ACHIEVEMENTS

Received the NATYA THILAKAM award

Participated in state level competition and won the third price

I was School Second in 10th and was awarded with scholarship by Ullas Trust

PERSONAL RESPONSIBILITIES

- Carries several technical certifications for popular operating system platforms
- Dedicated teacher who always has the students' needs in mind
- Excellent networking and computer support skills
- Exceptional ability to make meaningful contact with students and parents
- Very strong presentation abilities
- Always looking for new ways to create meaningful lesson plans
- Responsible for developing interactive and interesting lesson plans based on approved curriculum.
- Responsible for a passing rate of 100 percent.

PERSONAL DETAILS

Marital status	:	Married
Date of birth	:	02 October 1991
Languages known	:	Tamil (R,W, S) English (R, W, S) Telugu (S)

DECLARATION

I hereby assure that the above information are true to the best of my knowledge.

Place: Chennai

Date :