

# RESUME

## SHRIKRISHNA PANDEY

**Address:-** Kshetrapaleshwar chs,  
Building no-30, Room no-34, 3<sup>rd</sup> floor, Maharishi Valmiki Marg,  
Matunga Labour Camp,  
Mumbai-400019

**Contact no:-** 9819722756 / 9619116133

**Date of Birth:-** 09<sup>th</sup> June 1984

**Email id:-** teacher4u2015@gmail.com

### CAREER OBJECTIVE:-

Motivated, personable business professional with proven ability to make any opportunity and or task successful. Excellent capabilities regarding business development, recruiting, negotiation, communication and problem-solving skills.

### PROFESSIONAL EXPERIENCE:-

#### Facilitator

12/07/2017 - **PRESENT**

Kotak Education Foundation

- **Accountability:** Meets established expectations and takes responsibility for achieving results; encouraging others to do the same. Sees opportunities to contribute and take the initiatives to create outcomes and solution
- **Collaborates:** Develops and strengthens networks and relationships, both inside and outside the organization, that supports company performance. Proactively and transparently contributes information and energy towards creating value with others. Engages others by gathering multiple views and being open to diverse perspectives, focused on a shared purpose that puts Human's overall success.
- Coordinates training activities with Learning development manager and effectively communicates information and supports for all training activities and Workshops.
- Recommends changes to existing training programs by providing feedback to the Learning development manager.

#### Trainee – Facilitator

10/06/ 2015 - 12/05/2017

Naandi Foundation

- Explain the Purpose, Process and Payoff (as needed)
- Verifying Students name and number, and place data regarding the students name, full name and parents names and correct address of students
- Facilitate the teacher interview which includes following cues for the teachers to begin with interview, as well as speaking clearly and calmly while asking teacher each question
- Interpersonal relationship skills necessary to communicate effectively with MCGM teachers, and Naandi teachers
- Experience delivering formal presentation and training content for teachers
- Coordinate with School Management Committee and Headmaster for better functioning of school
- Manage relationship with the MCGM Staff and Local government bodies
- Demonstrated ability to troubleshoot teachers issues with Teaching-Learning process
- Organized parents-Mela and annual-day program for our organizational Teachers
- Conducted assessment Baseline, Closeline and ASSET { Assessment of Scholastic Skills through Educational Testing } for students
- Facilitate teachers to conduct a connect class for different types of learners and support them to enhance their competency
- that make high level students performance possible
- Experience in community mapping used to tell a story about what is happening in our communities, school profile to provide

summary information about the schools students body, curricular offerings and grading system, maintain tracking register of dropout students

## Teacher

16/06/2013 – 1/05/2015

Ramlingam Educational Foundation's English High School & Jr. College

- Teaching all areas of the primary curriculum.
- Taking responsibility for the progress of a class of primary-age pupils.
- Organizing the classroom and learning resources to encourage a positive learning environment.
- Motivating pupils with enthusiastic, imaginative presentation.
- Maintaining discipline.
- Preparing and marking work to facilitate positive pupil development.
- Meeting requirements for the assessment and recording of pupils' development.

### EDUCATION QUALIFICATION

- |  |             |
|--|-------------|
| • <b>M.Com Mumbai University</b>                             | 2014 - 2016 |
| • <b>Bachelor of Education (B.Ed) in Economics and Hindi</b> | 2013 - 2014 |
| • <b>Dipolma in Businees Management ICFAI University</b>     | 2007 - 2008 |

### PROFESSIONAL SKILLS

- Professional Skills including Communication skills, interpersonal skills, problem-solving skills, presentation skills.
- Manage multiple priorities and deadlines,time management skills, and organization skills.
- Oral and written communication skills and public speaking skills in English, Hindi and Marathi.
- Training Experience on behavior management and on soft skills.
- Proficiency in computer skills including MS Office with MS Access 2000, Word,Excel,PowerPoint, Live meeting

### ACHIEVEMENT:-

- I was facilitated as a **Best Performer** by **Naandi Foundation** for 2015-2016.
- I was awarded as a **Best Student** of **R.K.B.ED college** in 2013-2014.

### ACTIVITIES:-

- Worked as a **PRO** in **BMC Election** 20<sup>th</sup> Feb2017.
- Attended Training of **State Council of Education Research & Training** (SCERT) from (6<sup>th</sup> July 15 – 10<sup>th</sup> July 15) for 3<sup>rd</sup> Std.
- Participated in **School Exhibition** from 2<sup>nd</sup>Dec14 – 4<sup>th</sup> Dec14 held in **Padua School** at **Mankhhurd**.
- Done **Supervision** for **SSC Board Exam** held in March 15 in **Ramlingam Educational Foundation's English High School & Jr. College**

### DECLARATION:-

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief.

**DATE:**

**PLACE:** Mumbai

**SIGNATURE**  
**(SHRIKRISHNA PANDEY)**

