

CURRICULUM-VITAE

Mobile: 9315833163, 9414551478
Email:saraswat.yogita@gmail.com

YOGITA SARASWAT

Present Address: Flat No. 404,
Sheetal Heights Eklingpura road
Manva Kheda Udaipu (Raj)-313003

Permanent Address: C-51 New
Vijay Nagar, Sector-09, Ghaziabad,
(UP)-201009



OBJECTIVE

To apply my skills and expertise in diagnosing, handling, counselling, and providing support to the needy that is going through emotional, intra-and inter-personal, and psychological struggles.

SKILLS

- ❖ Very caring and compassionate with a strong desire to help people and make a difference
- ❖ Ability to maintain emotional stability to cope with human suffering, emergencies, and other stresses
- ❖ Ability to work with a team of psychologists and doctors
- ❖ Skill in creating programs that help address psychological issues in campuses and workplaces
- ❖ Great interpersonal skills that allow me to collaborate with physicians and other healthcare workers
- ❖ Dedication for work and passion to succeed
- ❖ Excellent communication skills
- ❖ Knack for helping people especially in dealing with their personal issues

EXPERIENCE

- ❖ Currently Working as Wellness Teacher in Mount Litera Zee School, Udaipur
- ❖ Worked as Academic Counsellor with Ryan International School, Udaipur.
- ❖ Worked as centre Coordinator in Little Bird Play School & Day Care, Pune.

ACADEMIC QUALIFICATIONS

- M.A in **Clinical Psychology** from JNRV University Udaipur in 2017
- PG Diploma in Guidance and Counselling from JNRV University Udaipur in 2016.
- B.A (Economics, English Literature & Psychology) from C.C.S University, Meerut in 1997.
- Intermediate from U.P Board, Allahabad in 1993
- High School from U.P Board, Allahabad in 1991

PROFESSIONAL QUALIFICATIONS

- Certified Career Counsellor from Univariety (The University Of California)
- Done Diploma of Medical Transcription from PAN American Institute, Delhi
- Diploma in Textile Designing from Y.W.C.A, Delhi

AWARDS & EXTRA CURRICULUM ACTIVITIES

- Got First Prize in STORY WRITING Competition
- Got First Prize in ESSAY WRITING Competition
- Proficiency in Basic Computer Skills. Good in Hindi and English Computer typing.

PERSONAL INFORMATION

- Married with two children. Husband done his Doctorate in Computer Science and working as Associate Professor
- Birthday: June 24, 1977
- Hobbies include watching movies, travelling with family, finishing crossword puzzles and solve logical reasoning problems.

REFERENCE

Ms. Munmun Chakraborty ,
(Principal, Mount Litera Zee School Udaipur)
Mobile No-7412058621 E-mail: principal.udaipur@mountlitera.com

I hereby declare that above information are true to my knowledge and nothing has been concealed in it.

Dated:

Yogita Saraswat