

## **RESUME**

**Harshita Sethi**

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### **CAREER OBJECTIVE**

I aspire to join an institution that inspire me with adequate challenges and opportunities to grow not only as a professional but also as a person while applying my knowledge, creativity and innovativeness towards the fulfilment of the organisation's goals.

### **PERSONAL STRENGTHS**

- Communicative Skills (Guidance, Counselling, good interaction)
- Well-planned (Helped teachers and friends organizing various events)
- Creative (writes notes, analysis, criticism, blogs, articles)

### **EDUCATIONAL QUALIFICATIONS**

| <b><u>Degree/ Course</u></b> | <b><u>Year</u></b> | <b><u>Subject/ Specialization</u></b> | <b><u>College/ University/ Board</u></b>  | <b><u>Percentage/CGPA</u></b> |
|------------------------------|--------------------|---------------------------------------|---|-------------------------------|
| B. Ed                        | 2017-2019          | English and S.Sc.                     | Guru Gobind Singh Indraprastha University | 68.4%                         |
| M.A. in English              | 2015-2017          | English                               | Amity University, Noida                   | 7.13                          |
| B.A. (Hons) English          | 2012-2015          | English                               | Ramanujan College, University of Delhi    | 60.86%                        |
| Class 12                     | 2012               | Non-Medical (PCM with C++)            | CBSE                                      | 76.6%                         |
| Class 10                     | 2010               | English, Hindi, Maths, S.sc, Science  | CBSE                                      | 8.8                           |

### **EXPERIENCES**

- Employed as an English Teacher (TGT) in Queens Valley School, Dwarka Sector 8 for the session 2019-20 from July 2019 to March 2020.
- Delivered a 160 hour Spoken English Course for class XI students in Sarvodaya Co-education Vidyalaya, L Block Hari Nagar as a part of Delhi English Project initiated by Directorate of Education, managed by British Council and Macmillan Education, India in 2019.
- Worked as a teacher intern at Army Public School, Delhi Cantonment from August, 2018 to December, 2018.
- Voluntary teaching experience from 2014 uptill now.
- Worked for an NGO named "Atulasha" for selective days along with my Post-Graduation.

### **TECHNICAL KNOWLEDGE**

- Operating computer
- Basics, Microsoft Word, Excel and Power Point

### **CERTIFICATIONS**

- Qualified CTET Paper II in 2019.
- Certificate course in foreign language, French from Amity University, Noida.
- Certificate course in Behavioural Science and Communication Skills from Amity University, Noida.
- Certificate course of English Impact Module I, Module II and English Evolution from British Council (embassy) at Connaught Place.
- Attended Military training camp for a week as a part of curriculum which enhanced discipline and coordination in my personality.

### **CONFERENCES**

- Participated in the UGC Sponsored Two-Day National Seminar on “Contemporary Narratives of Subversions” held at Ramanujan College, Delhi University in 2015.
- Presented the Research titled as “Blended Shakespeare” with a partner in the Intra-College Research Competition (Seminar) held at Ramanujan College, Delhi University.
- Participated in one-day National seminar on Critical Theory Practices organized by Bhavan’s Leelavati Munshi college of Education.

### **AWARDS OF ACHIEVEMENTS**

- Attended a British Council teacher training programme in 2019.
- Presented the Research titled as “**Blended Shakespeare**” with a partner in the Intra-college Research Competition (seminar) and secured **Second Position** in the same seminar conducted in Ramanujan College, Delhi University.
- Certified as an active volunteer and an organiser of the Eco Club in 2014 by Ramanujan College, Delhi University.
- **Scholarship** for scoring among the top five students in the first and second year of graduation by Ramanujan College, Delhi University.
- Certified with the **Best Article Poetry** in English annual Magazine by Ramanujan College, Delhi University in 2015.
- One of the Active Members of Literary Society at Ramanujan College, Delhi University.

### **PERSONAL DETAILS**

Father’s name: Mr. Anil Sethi

Date of Birth: June 19, 1994

Languages Known: English, Hindi

Religion: Hindu

The above declaration is true and I will be responsible for anything fictitious found. I will be grateful to you and your organization if you will allow me to join your team.

Harshita Sethi