

## RESUME

S. JEYALAKSHMI

Mob: 9944720374

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### PROFILE

- Exceptional communicative and interpersonal skills with well developed personal interaction.
- Good in organizing and delivering classroom lectures to students.
- Good in classroom management.

### PERSONAL QUALITIES

- Good listening skills.
- Planning and organizational skills.
- Patience.

### KEY RESPONSIBILITIES HANDLED

- Organizing and delivering classroom teaching to students.
- Evaluating the students' assignments and projects.
- Preparing coursework materials and handouts.
- Recording student attendance records and grades.
- Classroom management
- Maintaining discipline in the class.

### EDUCATION

Municipal Girls' Higher Secondary School, Tirunelveli.

10<sup>th</sup> : 84.3% (2004 – 2005)

12<sup>th</sup> : 65% (2006 – 2007)

Annai Hajira Womens' College, Tirunelveli.

Degree : B.Sc.

Percentage : 62%

Year : 2007 -2010

The M.D.T. Hindu College, Tirunelveli

Degree : M.Sc.

Percentage : 70.56%

Year : 2010 – 2012

Saradha College of Education for Women, Tirunelveli.

Degree : B.Ed.

Percentage : 79%

Year : 2012 -2013

Manonmaniam Sundaranar University, Tirunelveli

Degree : M.Ed.

Percentage : 70.90%

Year : 2014 – 2015

#### TECHNICAL SKILLS

Computer : Ms- Office.

Typewriting : Tamil & English (both Higher)

#### STRENGTHS

- Highly optimistic and can handle any amount of stress at work.
- Happy and satisfied when I achieve my target and appreciation for goal.

#### PERSONAL PROFILE

Name : S. JEYALAKSHMI

Father : L. SHANMUGAM

Date of Birth : 20 - March - 1990

Gender : Female

Marital Status : Unmarried

Mother tongue : Tamil

Nationality : Indian

Language Known : Tamil, English

Address for Communication : 90, Vembadi Street,  
Tirunelveli – Town  
627 006.

Contact Details : 9944720374

#### Declaration

**I, here by declare that the above written particulars are true for the best of my knowledge and belief.**

Place : Perungalathur.