

**Ushma Betai**

A - 41Troika Apartment CHS Ltd.,  
3<sup>rd</sup> Lokhandwala Cross Lane,  
Andheri (W),  
Mumbai - 400 053 - India

Cell: + 91 98201 11861  
Email: upbetai@gmail.com



## **RESUME**

### **Special Education Teacher**

A compassionate and dedicated individual, fully qualified and certified to analyze and assess the student's core academic contents and skills. Devises unique programs of study, customized to suit each Student. Has a strong belief that each student is an independent thinker and a lifelong learner. Has an excellent rapport with her entire community due to her enthusiastic and proactive nature.

A sincere, honest and focused team-player with good communication skills, who is energetic, self driven and would perform with effective multi-tasking abilities and confidence.

#### **Areas of Expertise include:**

- Multi-Sensory Lessons
- Curriculum Adaptation
- Individual Educational Plan
- Use of Manipulatives
- Technology Integration
- Student-Centered Learning Environment

### **Education and Credentials:**

Registered with Rehabilitation Council of India, New Delhi.

#### **2015**

**Degree:** M.Ed. in Special Education (Learning Disability); Grade: A

**College:** S.N.D.T., Santacruz (W), Mumbai

#### **2013**

**Degree:** B.Ed. in Special Education (Learning Disability); Grade: A

**College:** S.N.D.T., Santacruz (W), Mumbai

#### **1998**

**Degree:** Bachelor of Home Science (Design and Management of Interior Space)

**College:** S.N.D.T., Santacruz (W), Mumbai

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**Work Experience:**

(Reverse chronological order based on “Work History”)

**July 2016 – November 2016**

**Position:** Special Educator (Full Time – 8 hours a day – From July 2017 to November 2017)

**School:** JBCN International School, Oshiwara, Andheri

**Work Profile:**

Evaluate and assess student achievement using psycho-educational tests.

Identify and implement goals tailored to the student’s individual needs and abilities.

Develop and implement Individual Educational Plans.

Provide Remedial Education to develop skills in English, Visual and Auditory Perception.

Record and monitor daily progress for students with learning difficulties.

Co-ordinate with Head teachers, Teachers, Counsellor, Special Educator and Parents for students with ADD, ADHD, Learning Disabilities and Learning Difficulties.

Provide classroom support for students with ADD, ADHD, Learning Disabilities and Learning Difficulties.

Counsel and guide parents for home plans.

**Grades:** III - VIII

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**2015 – May 2016**

- Position:** Special Educator (Part time – 415 hours in a year)
- School:** Prafula Psychological Services. St. Dominic Savio High School, Andheri, Mumbai. (A Don Bosco Institution)
- Work Profile:** Identify and implement goals tailored to the student's individual needs and abilities.
- Co-ordinate with parents, teachers and various service providers that include speech, occupational and psychologists for students having High Functioning Autism, ADD, ADHD and Students with Learning Disabilities.
- Evaluate and assess student achievement using a variety of assessment tools.
- Prepare Psycho-educational assessment reports.
- Develop and implement Individual Educational Plans.
- Provide Remedial Education to develop skills in English, Mathematics and Visual and Auditory Perception.
- Maintain progress reports for each child.
- Counsel and guide parents when discussing the progress reports.
- Supervise teachers to counsel and guiding parents when discussing the progress reports.
- Grades:** I - VIII

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**2015 – May 2016**

- Position:** Special Educator
- School:** Private Remedial Education, Andheri, Mumbai.
- Work Profile:** Identify and implement goals tailored to the student's individual needs and abilities.
- Passionately giving quality time and facilitating sessions to be interesting, thereby enabling students having High Functioning Autism, ADD, ADHD and Learning Disabilities.
- To imbibe each student with the desired skills and concepts.
- Adapt and implement school curriculum to teach regular school subjects ~ Science, Mathematics, Social Studies and Economics (NIOS).
- Develop and implement Individual Educational Plans.
- Provide Remedial Education to develop skills in English, Mathematics and Visual and Auditory Perception
- Maintain progress reports for each child.
- Counsel and guide parents when discussing the progress reports.
- Grades:** I – VIII: All curricula
- X: The National Institute of Open Schooling (NIOS)

**2013 – 2014**

- Position:** Special Educator (Part time – Approximately 360 hours)
- School:** Prafula Psychological Services. St. Dominic Savio High School, Andheri, Mumbai. (A Don Bosco Institution)
- Work Profile:** Identify and implement goals tailored to the student's individual needs and abilities.
- Co-ordinate with parents, teachers and various service providers that include speech, occupational and psychologists for students having High Functioning Autism, ADD, ADHD and Students with Learning Disabilities.

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**Experience:** Develop and implement Individual Educational Plans.  
Provide Remedial Education to develop skills in English, Mathematics and Visual and Auditory Perception.  
Maintain progress reports for each child.  
Counsel and guide parents when discussing the progress reports.

**Grades:** I - VIII

**2004 – 2012**

A Home Maker and mothering a son, Jaykumar Betai, studying at Utpal Shanghvi Global School, Juhu, Mumbai.

**1999 – 2004**

**Position:** Manager - Administration and Human Resources

**Company:** Harmony Export Organization, Mumbai.

**Work Profile:** Trained staff in finding effective methods of working to better manage resources.

Effective delegation of work.

Assisted in organizing training sessions.

Independently guided persons related to:

- personal time management
- managing inter-personal relationships
- behavioral problems
- children

Promoting the system to prospective users on a one-one basis.

Internet Research on various topics and varied subject areas.

Awareness and Promotional activities.

Organized & assisted in managing stalls to participate in various exhibitions at:

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- India Trade Promotion Organization (ITPO), Pragati Maidan, New Delhi
- India International Centre, New Delhi
- Nehru Centre, Mumbai
- World Trade Centre, Mumbai
- Diabetes Foundation, Hyderabad
- World Aids Day, Kolkata

### **Organized and Promoted Free Healing Sessions at:**

- Juhu Vile Parle Gymkhana Club, Mumbai
- Neem Foundation, Mumbai
- Respect Age International, Agra
- Osho Ashram, Bhimtal, Nainital

### **Organized and conducted interactive seminars with relevant demonstrations and Q&A Sessions at:**

- Senior Citizens forums in Mumbai
- Exhibitions conducted by:
  - India Trade Promotion Organization (ITPO), Pragati Maidan, New Delhi
  - Zoroastrian College, Mumbai
- Exhibition conducted at Bhimtal, Nainital

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**Professional Development Initiatives:****2017:**

Participated in the workshop “Promoting Inclusive Classroom Practices” conducted by Department of Special Education and Prof. Richard Rose, Dept. of Special Education Needs and Inclusion, University of Northampton, UK.

Continuing Rehabilitation Education (CRE) RCI approved workshop on “Sensory Integration” for the Non-O.T. Professionals.

Participated in the “PASS Reading Enhancement Program (PREP), Cognitive Enhancement Training (COGENT) and Math Module” conducted by Dr. J.P. Das, Director Emeritus, JP Das Centre on Developmental & Learning Disabilities; Professor Emeritus, Department of Educational Psychology.

Successfully completed Training Program on “Brain Gym 101” licensed by Educational Kinesiology Foundation / Brain Gym International.

**2016:**

Participated in Continuing Rehabilitation Education (CRE) RCI approved workshop on “Phonetic Approach to Reading and Spelling”.

**2015:**

Presented Paper on “Teachers using Digital Technology - A Challenge” in the “Student Led National Conference on 21<sup>st</sup> Century Higher Education: Looking Ahead” by SNDT Women’s University

**2013:**

Successfully completed “Teacher Training Program in Remedial Education” by Department of Integrated Education, Prafula Psychological Services, Andheri, Mumbai.

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**Technological Integration and Skills:**

**Microsoft Office:** Powerpoint, Word, Excel

**Internet:** Navigation, Printing, Scanning, Digital Imaging



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**References:**

## 1) Dr. Preeti Verma

Designation: Director and Head of Department of Special Education, SNDT University, Juhu

Phone: 26602307, 26611506

Email: [pverma@specialeducation.sndt.ac.in](mailto:pverma@specialeducation.sndt.ac.in)

Address: SNDT Womens University, Juhu Tara Road, Mumbai-400 049

## 2) Name: Ms. Mimansa Popat

Designation: Consultant Special Educator, Counselor, Coordinator

Phone: 28302323, 28200248

Email: [prafultaandheri@gmail.com](mailto:prafultaandheri@gmail.com)

Address: Prafula Psychological Services. St. Dominic Savio High School, Andheri, Mumbai. (A Don Bosco Institution)

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**Programs scheduled to be attended by February 2017:**

- National Institute of Learning Developments (NILD) approved “Search and Teach” program by Alpha to Omega Learning Centre.