Sophia Jenitta

Dynamic Leader with Diverse Management Background Seeking Role in Progressive Organization.

F1, Nibuna Flats, Plot No 66,
Lakshmi Nagar, Anakaputhur,
Chennai-600070.
(+91) 97104 18971
sophyjen@gmail.com
Sophia Jenitta | Linkedin

EXPERIENCE

The Lords' International School(Cambridge Curriculum), Chennai — *Head of Department (IT & Math)*

July 2015 - Oct 2023

- ❖ Dedicated and experienced I.T teacher with a passion for fostering technological literacy and critical thinking skills.
- ❖ As the Head of the Department of IT and Math, I have successfully led and managed a dynamic team of educators, leveraging my expertise in both information technology and mathematics. My role has encompassed curriculum development, staff supervision, and the implementation of innovative teaching methods to foster a rich learning environment.
- ❖ Committed to creating a dynamic and engaging learning environment for students.
- ❖ Utilized innovative teaching methods to engage students in practical applications of technology.
- ❖ Teaching Math for primary grades, Physics for Checkpoint stages and IT for IGCSE to AS & A level students.
- ❖ Facilitated interactive discussions and hands-on projects to enhance students' technical skills.
- ❖ Implemented assessment strategies to track student progress and adjust instructional techniques accordingly.
- ❖ Integrated multimedia resources to enhance learning experiences and capture student interest.

ibaco, Chennai — Owner(*Franchise)*

April 2012 - May 2015

- ❖ Successfully steer operations of 2 stores, consistently generating 6% growth through decisive leadership.
- ❖ Efficiently manage administrative/financial/accounting functions, purchasing, inventory control and product/service supplier relations.
- ❖ Effectively interview, hire, train, schedule, direct and evaluate team members with a strong focus on the delivery of quality customer service.
- ❖ Strategically coordinate staff and freight carriers to maximize productivity and efficiency.

SKILLS

Python Programming

SQL, Ms Access

Web Development

Ms Excel

PROJECTS

Student Management(CRUD) — *Python & SQL*

Self learnt

E-Commerce Website — *HTML, CSS & Javascript*

Self learnt

Sales Dashboard — *Excel*

Self learnt

Additional

Udemy Certified Python Developer

Attended a 2 days Workshop on Power BI and **AI tools**

I regularly engage in coding on platforms such as **HackerRank** and **LeetCode.**

- ❖ Apply superior communication skills toward diplomatically addressing, troubleshooting and resolving customer issues.

Eclat Infospace, Chennai — *Software Programmer*

Nov 2006 - Nov 2007

Analysis and Design, Coding, Testing and Implementation

EDUCATION

The American College, Madurai — *MCA*

July 2002 - April 2005

Lady Doak College, Madurai— *BSc. Physics*

July 1999 - April 2002