

**CHANKI PANDEY**

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**OBJECTIVE**

To obtain a position as a school teacher that will utilize my dedication to children's educational needs and development. To encourage creativity and higher-order thinking in a way that increases student performance.

 **TEACHING SUBJECTS: ENGLISH, COMPUTER , HINDI**

**PROFESSIONAL EXPERIENCE**

**DURGAPUR PUBLIC SCHOOL (RAIGANJ)**

**TGT TEACHER ,OFFICE ASSISTANT**

*July 2023- till date*

**KABIGURU INTEGRATED PUBLIC SCHOOL (PAIKAR) (KIDZEE SCHOOL)**

***PRT TEACHER and TEACHER IN CHARGE***

*February 2021- july2023*

* Handles the primary sections for Computer,Hindi
* Handle the class with effecient activity based and smart class learning.
* Established positive relationships with students to facilitate learning.
* Planned lessons which adhered to the objectives of the curriculum while utilising a variety of teaching methodologies.
* Used an effective teaching style to ensure students remained disciplined and attentive.
* Provided the parents of students with feedback at meetings.
* Contributed in the well being and development of the school by taking care of all the necessary important duties related to academic or extra curricular activities being a TIC.
* Contributed to staff and departmental meetings.
* **Handled the work of CBSE registration and affiliation of the school.**
* Handled various CCA activities of the school organization.

**VIDYABHARTI PUBLIC SCHOOL (MALDA)**

***VICE PRINCIPAL & ASSISTANT TEACHER***

*February 2020- February 2021*

* Handled the students of primary section in English, EVS, Hindi.
* Handle the class with efficient activity based and smart class learning.
* Established positive relationships with students to facilitate learning.
* Planned lessons which adhered to the objectives of the curriculum while utilising a variety of teaching methodologies.
* Used an effective teaching style to ensure students remained disciplined and attentive.
* Handled various responsibilities of the school and leading the school as the Vice Principal of the school.
* Provided the parents of students with feedback at meetings.
* Contributed to staff and departmental meetings.
* Handled various CCA activities of the school organization.

**DURGAPUR PUBLIC SCHOOL (RAIGANJ)**

***PRT TEACHER, OFFICE ASSISTANT***

*December 2018- January 2020*

* Handled the students of primary section in teaching computer and social studies.
* Handle the class with effecient activity based and smart class learning.
* Established positive relationships with students to facilitate learning.
* Planned lessons which adhered to the objectives of the curriculum while utilising a variety of teaching methodologies.
* Used an effective teaching style to ensure students remained disciplined and attentive.
* Provided the parents of students with feedback at meetings.
* Contributed to staff and departmental meetings.
* Handled various CCA activities of the school organization.
* Handled various office work as an assistant.
* Had been a personal assistant to the principal and helped in doing various works.

**CONCENTRIX IBM DAKSH SERVICE PVT. LTD. (KOLKATA)**

*April 2018 - November 2018 (6 months)*

* Handled various responsibilities of the organisation and worked for the well being.
* Got to know about customer dealing and solving the complex problems.
* Handled various marketing responsibilities of the organisation.

**BSF SCHOOL (BALURGHAT)**

***PRT TEACHER***

*November 2014 - March 2018*

* Handled the students of primary section in EVS, Computer
* Handle the class with effecient activity based.
* Established positive relationships with students to facilitate learning.
* Planned lessons which adhered to the objectives of the curriculum while utilising a variety of teaching methodologies.
* Used an effective teaching style to ensure students remained disciplined and attentive.
* Contributed to staff and departmental meetings.
* Handled various CCA activities of the school organization.

**EDUCATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course** | **Board** | **Institution** | **Year** | **Percentage** |
| Bachelor in Education(1st year Persuing) | WBUTTEPA | Karnajora College of Education (Raiganj) | 2022 |  |
| Masters in Arts (English Honours) |  | IGNOU | 2022 | 62.2% |
| Bachelors in Arts (EnglishHonours) |  | IGNOU | 2018 | 59% |
| 12 TH (Commerce) | CBSE | Atreyee DAV Public School  | 2011 | 68.6% |
| 10 TH  | CBSE  | Atreyee DAV Public School  | 2009 | 67.6% |

**OTHER EDUCATION QUALIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **Course** | **Institution** | **Year** | **Percentage** |
| Diploma in Computer Applications | LCC | 2017 |  |

**COMPUTER SKILL**:

Applications : MS Office viz. Word, Excel, PowerPoint

**PERSONAL DETAILS**

Date of birth : 20th May 1994

Nationality : Indian

Marital Status : Unmarried

Interests : Reading books, Drawing, Painting, Travelling & Singing

Language Known : English, Hindi, Bengali

**Personality Traits:**

* Good communication skills
* Team Player
* Honest
* Fast learner
* Complex Problem Solver
* Smart working ability

**DECLARATION**

*I solemnly declare that all the above given information is correct to the best of my knowledge & belief.*

***Chanki Pandey***