Curriculum Vitae

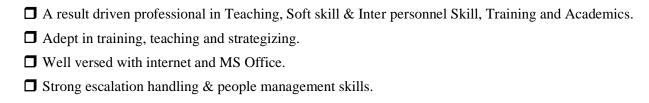
SABITA KANJILAL

Mobile:9045092875 (WhatsApp, Telegram, Google Meet, Zoom)

Email: asmikanjilal@gmail.com

Languages Known: English, Hindi, Bengali

PROFESSIONAL ABRIDGEMENT



SKILL SET

STUDENT MANAGEMENT:

- Dealt with various students from academically sound to those extraordinarily talented in cocurriculum activities.
- Have expertise in working with a team of 10 to
 12 or more subordinate staff members

PROBLEM ANALYSIS

 Analyse problems/loop holes related to the lack of students understanding of the concern topic/ subject so that those can be plugged and help the teacher in taking needful steps

STRATEGISING

 To roll out possible solutions that can be implemented in class room to track students' performance and making reports to highlight.

PROFESSIONALTRAINING AND EXPERIENCE

CTET qualified (Both levels).				
Successfully cleared Suraasa International Teachers' Olympiad 2023-24 with approximate 89%(
international level)				
Appointed as an Observer in CBSE and Govt of India recommended NAS 2021-22 Program				
Appointed as an Observer for CBSE Board exam of class X in 2021-22 session.				
Selected as Evaluator for CBSE Board exams of classes X and XII in session 2021-22.				
Worked as an Olympiad Exam Coordinator in 2018-19.				
An active member of British Council Teachers Development Group 2023-24				
Worked as the assistant Coordinator of British council ISA activity "Health and Wellness".				
Proficient in M.S. Office				



Having all over more than 14 years of experience in Teaching & Administration field.

EDUCATIONAL BACKGROUND

EXAMINATION	SCHOOL/ COLLEGE	BOARD/ UNIVERSITY	DIVISION/ PERCENTAG E	PASSI NG YEAR
CTET	NA	NA	63	2021
M.A.(EDU)	IGNOU	IGNOU	1 st (1 st year) 85%	PURS UING (2 nd year)
B.ED	KANYA GURUKUL COLLEGE OF EDUCATION	CAUDHARY RANBIR SINGH UNIVERSITY, HARYANA	1 st Division	2016– 2018
M.A. (ENGLISH)	RABINRDA BHARATI UNIVERSITY, KOLKATA	R.B.U. KOLKATA	2nd Div.	2012
B.A. HONS. (ENGLISH)	SAROJINI NAIDU COLLEGE FOR WOMEN, KOLKATA	CALCUTTA UNIVERSITY	2 ND DIV.	2007
H.S.	R.K.S.MISSION VIVEKANANDA VIDYABHAWAN, KOLKATA	W.B.C.H.S.E.	1 ST DIV.	2003
MADHYAMIK	R.K.S.MISSION KOLKATA	W.B.B.S.E.	1 ST DIV.	2001

DELEGATION SERVED

NORTH POINT DAY HIGH SCHOOL - KOLKATA

Designation: TGT(English)
Duration: 2008 -2010
Job Summary:

- Worked as an English teacher
- * Educating a child through different process based on a child psychological needs
- Preparing a child for different Inter school competitions.

CENTRAL MODERN HIGH SCHOOL -KOLKATA

Designation: TGT English Language and Literature & Social Studies

Duration: 2011- December 2012

Job Summary:

The job primarily involved providing assistance to the students to develop the skills required to fortify their base in grammar and literature.

- Preparing educational content for the content writing section of the Institution.
- ❖ Teaching English Language, Literature and Social Studies.
- Utilizing computer resources like Internet & Interactive Class Room Technologies to establish visual environment of learning.
- Maintaining records as a house-mistress to assists in house activities.

NARAYANA SCHOOL -KOLKATA

Designation: TGT English Language and Literature

Duration: January 2013 to August 2015

Job Summary:

- TGT English
- Event Coordinator
- ♦ House Teacher (classes 6 8)
- Conducted CPC exams.

GREATER NOIDA WORLD SCHOOL

Designation: PGT English Language and Literature

<u>Duration: October 2015 to July 2017</u> <u>Job Summary:</u>

- PGT English
- House Mistress (Class 8)
- ❖ Taught classes 6 to 9
- English Olympiad Coordinator
- Assembly Incharge

BLS INTERNATIONAL SCHOOL

Designation: TGT English Language and Literature

Duration: August 2017 to till present

Job Summary:

- **❖** Coordinator of class IX(since 2018-19 Session)
- **❖** Subject Coordinator of classes IX to XII
- ❖ Active member of ISA PROGRAMME(International School Award) of British Council, Session 2018/19
- **❖** TGT English
- **❖** Media and Report Incharge
- ❖ Taking classes X and XI

PRESENT SALARY + PERKS

47000 p.m. + other perks

TEACHER'S TRAINIG AND WORKSHOPS

- British council certificate on "Introduction to International Learning"
- British council certificate on "Educational for Global Citizenship"
- British council certificate on "ICT for International Learning"
- > British Council certificate on the workshop for Teachers Development Group 2023-24.

BOARD/ORGANISER	DATE	TOPIC

CBSE	October'20	Bloom Taxonomy in Curriculum
CBSE	July'20	Art integration in Curriculum
CBSE	September'20	Gender sensitivity
CBSE	September'21	Experiential learning in Practice

DECLARATION

I hereby solemnly declare and affirm that statements made in this application are true complete and correct to the best of my knowledge.

SABITA KANJILAL