

MOUMITA BERA

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CAREER OBJECTIVES

- To obtain a challenging growth oriented position with a reputed and progressive organization
- To optimally utilize my knowledge, creativity and communication skills.

KEY SKILLS

Sound subject knowledge and communication that can aid in growth and development of the organisation. Good IT skills and well trained to effectively plan, develop and provide educational services in the form of teaching, talks, seminars, courses, meetings, demonstrations, guidance and counseling, outreach and other activities. Highly efficient in maintaining records and security of educational equipments and materials. Well versed with modern techniques and advancements in the field of education.

PERSONAL QUALITIES

- Motivated, Enthusiastic, Adaptable, Co-operative, Positive, Persistent, Friendly, Hard Working and Good team worker.

ACADEMIC QUALIFICATIONS

- **M.Sc (Zoology)** (2010) Vidyasagar University, West Midinipur, West Bengal. First division with 68% marks
- **B.Sc Zoology (H)** (2008) Vidyasagar University, West Midnapore, West Bengal. Second Division with 54% marks
- **10+2**, W.B.C.H.S.E, (2005) South Eastern Railway Girls High School, Kharagpur, W.B. Second Division with 53% marks
- **10th**, W.B.B.S.E (2003) South Side Girls High School, Kharagpur, W.B. First division with 68% marks.

PROFESSIONAL QUALIFICATION

- **B.Ed** (2011) Vidyasagar University, West Midinipur, West Bengal. First division with 64% marks

OTHER ACADEMIC QUALIFICATIONS

- **Certificate in Information Technology and Application, (2008)** Youth Computer Training Centre, Kharagpur, West Bengal.

WORK EXPERIENCE (09 years)

- Designation: **P.G.T Biology (7 years 7 Months). Tezpur Gurukul School, Assam. (Under CBSE board, Affiliation No. 230060) (2016-2023)** (Tendered resignation due spouse relocation to West Bengal)
- Designation: **P.G.T Biology (5 Months). Contractual basis in State Govt High School, Govt of W.B. (Kharagpur Traffic High School)**
- Designation: **T.G.T Biology (5 Months). Contractual basis in State Govt High School, Govt of W.B. (Baramohanpur High School)**
 - Teaching of biology to secondary and sr. secondary classes
 - Providing guidance to students during lab classes, science club and Eco club
 - Providing guidance to students in co-curricular activities

TRAININGS AND WORKSHOP

- **“Counselling Techniques”** (2023) organized by Central Board of Secondary Education
- **“Cyber Safety and Security”** (2023) organized by Central Board of Secondary Education
- **“Counselling Approaches”** (2023) organized by Central Board of Secondary Education
- **“Role of Guidance and Counselling Services in School”** (2023) organized by Central Board of Secondary Education
- **“Financial Literacy and Use of Digital Tools”** (2022) organized by Central Board of Secondary Education
- **“Entrepreneurship Development Workshop on Ornamental Fish Culture”** (2010) Organised by: Career Advancement Centre & P.G. Dept. of Zoology, Raja N.L. Khan Women’s College, Midnapore in Technical Collaboration with WBCADC.
- **International Seminar on “Modern trends in Biological Sciences”** (2009) Organised by: P.G. Dept of Zoology, Raja N.L. Khan Women’s College, Midnapore - 721102, W.B.

LANGUAGES

Written – ENGLISH, HINDI, BENGALI,

Spoken - ENGLISH, HINDI, BENGALI, ASSAMESE

INTERESTS AND ACTIVITIES

- Active Participant in Debates and Discussions Involving Latest Developments In The field of Education.
- Avid Reader of Books for Personal Development
- Music and Drawing

PERSONAL DETAILS

- Father - Mr. Lakshmi Kanta Bera
- Mother - Mrs. Chhaya Bera
- Husband - Mr Amit Baran Das
- Nationality - Indian
- Date of Birth - 11-Nov-1987
- Marital Status - Married
- Category - General
- Sex - Female

Moumita Bera

Date – 29/11/2023

Place – Malda, West Bengal

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