

# Hindi Teacher Resume

## POOJA

House No.- 452G, GALI NO - 33D,  
MOLARBAND EXTN, BADARPUR,  
South Delhi, Delhi, 110044  
Mobile No.: 8076302772  
E-Mail ID: pr938804@gmail.com

### OBJECTIVE:

A position as a Hindi Teacher in order to use past experience and skill to further grow and develop the school and to the best of my ability.

### EDUCATIONAL QUALIFICATION:

Class	Board/University	Year	Percentage/Qualify
B. Ed.	Jamia Milia Islamia	2020	71%
CTET	C.B.S.E.	2019	91
NET & JRF Qualified	C.B.S.E. - UGC	2014,2015,2017	Qualified
M. A. (Hindi)	University of Delhi	2015	61.8%
B.A. Hindi (Hons.)	University of Delhi	2013	71%
Intermediate	C.B.S.E.	2010	72%
Highschool	C.B.S.E.	2008	58%

### ACADEMICS :

- Certificate for first position in B.A. Hindi- 3rd year.
- Certificate for first position in M.A. Hindi (Hons.)
- Certificate for second position in debate competition
- Certificate for third position in sahyik antakshari at intercollegiate competition.

### Skills:

- Deep knowledge about student's psychology
- Excellent formative assessment
- Brilliant in motivating students
- The ability to give attention to each individual and his performance
- Effective management skills
- Possess art of creative writing



- Expert in curriculum development
- Good experience in designing tests and conducting them effectively

#### **TECHNICAL SKILLS:**

- Diploma in computer.
- Certificate course in Library science.

#### **Experience:**

- 1 year Teach at PAUL GEORGE GLOBAL SCHOOL ALAKNANDA, KALKAJI, DELHI
- 6 Month teach at ST. Marry School Safdarjung Enclave.
- 3 months experience at Sarovadya Kanya Vidyalaya, Madanpur Khadar, New Delhi-110076 (09.09.2019-13.12.19)

#### **Roles and Responsibilities:**

- To teach the Hindi course books to 6th to 12th grade students.
- Developing teaching materials to study the poetry of different poets
- Coaching students in the selection of scenes for a drama competition
- To organize after school creative writing workshops
- Encouraging students' active participation in debate while maintaining standards and appropriate behaviour in the discussion
- Identification of individual student needs and liaising with student counsellors to solve problems related to learning, management of student workloads, and attitude
- To report and communicate with parents as required by school's policy
- Taking part in faculty meetings and workshops

#### **Strengths:**

- Sincere, hardworking and honest
- Ability to grasp new skills quickly
- Positive Attitude
- Team work skills
- Can execute a task within given time

#### **Personal Profile:**

- Name : POOJA
- Father's Name : Ashok Kumar
- Date of Birth : 29th November, 1991



- Languages Known : English, Hindi
- Hobbies : Reading & Travelling
- Permanent Address : House No.- 452G, GALI NO - 33D, MOLARBAND  
EXTN, BADARPUR, South Delhi, Delhi, 110044
  
- Marital Status : Married
- Nationality : Indian

**Declaration:**

I do hereby declare that the above information is true to the best of my knowledge. Finally, I request the concerned authorities to provide me a chance, so that I can prove the best of myself. I shall ever be thankful and grateful to you.

**Date:**

**Place: NEW DELHI**

**(POOJA)**

