**RESUME**



NAME: MAYURI GUHA

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KOLKATA

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* **OBJECTIVE:** Seeking an opportunity to pursue teaching as professional career in an educational institution that will help me to practice as well as hone my abilities. I aspire to become a great motivator and source of inspiration to pupils along with teaching them Economics and peace.
* **EDUCATIONAL QUALIFICATION:**

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| --- | --- | --- | --- | --- |
| **NAME OF EXAMINATION** | **NAME OF INSTITUTION** | **BOARD/ UNIVERSITY** | **YEAR OF PASSING** | **PERCENTAGE OF MARKS** |
| Bachelor of Education (Economics) | Loreto College, Kolkata | UNIVERSITY OF CALCUTTA | 2020 | 75% |
| Masters of Science in Economics | University Of Calcutta. | UNIVERSITY OF CALCUTTA | 2016 | 56.9% |
| Bachelor of Science (Three Years Course)with Honours. | Gokhale Memorial Girls’ College. | UNIVERSITY OF CALCUTTA | 2014 | 57.25% |
| Higher Secondary Examination | Taki House Govt. Spond. Girls’ High School | WBCHSE | 2011 | 83% |
| Madhyamik Examination | Taki House Govt. Spond. Girls’ High School | WBBSE | 2009 | 85.5% |

* **B. ED & SCHOOL INTERNSHIP :**

**Completed Bachelor of Education (B.ED) from Loreto College, Kolkata under Calcutta University**

* Earned experience as Teacher Trainee while being appointed in the Loreto Day School Sealdah
* Thee duration of internship: from 8th April- 8th May, 2019 and 22nd July- 22nd November, 2019 (6 months)

**DUTIES AND ROLES SERVED:**

* Subject teacher of Economics for higher/senior secondary classes
* Conducted Value Education classes
* Conducted assigned substitution classes along with regular classes
	+ Conducted special assembly in collaboration with the students, assisted school teaching staff during annual sports,2019
	+ Conducted health and safety campaign, cleanliness of classroom and school campus campaign to enlighten students about the need of clean and safe surrounding within a school
	+ Operated as Group Leader of the team of teacher trainees appointed by the school
	+ Communicated and coordinated with mentors of college and coordinators of school, made timetable, lesson plans and teaching aids
	+ Organized for peer visit in the class of all teacher trainees and scheduling ours visit to other schools
	+ Leadership roles such as motivate my team members to adhere to their roles, contribution maintaining the quality, inspire the students through classroom discussions and experiential learning
* **EMPLOYMENT EXPERIENCE:**
* Currently employed as Assistant Teacher of Economics in St. Augustine Day School,, Kolkata, Cambridge Assessment International Education from 8th October, 2020
* Dealing with students of secondary and higher secondary levels of CAIE
* Operating as subject teacher of Economics for IGCSE level and subject teacher of Economics and Business Studies for AS-A level
* Conducting Remedial classes to strengthen the conceptual base of students while instilling habits of practicing and applying
* Planning and Preparing Lesson Plans, Question Papers for internal assessment, Formative Assessments (monthly), designing class work and homework sheets, checking answer scripts of internal assessments
* Preparing audio-visual teaching aids (power point presentation, videos etc) for smart classroom and engaging students in advanced and experiential education process
* Actively communicating with parents for feedback and assisting class teachers in Parent Teacher meeting
* **AREA OF STRENGTH:**
* Self Motivated and energetic to pursue initiatives
* Strong willpower derived from honest approach
* Effective decision making and logical, pragmatic thinking
* Higher work ethics, dedicated and aiming for perfection
* Greater coordination and communication
* Efficacy in time management
* **CERTIFICATE COURSE:**
* Learned Basics in computer application from Brainware Institution in 2009
* Leaned Spoken English from Ramakrishna Mission Ancestral Home in 2009
* Learned Cursive Hand writing from Loreto College Kolkata in 2019
* **PERSONAL DETAILS:**
* Father’s Name- Manas Guha
* Mother’s Name- Chandana Guha
* Date of Birth- 28.08.1992
* Place of Birth: Kolkata
* Language Proficiency: English, Bengali, Hindi
* Hobby: Art and craft works, reading books, writing.
* Citizenship**-**: Indian

**DECLARATION:**

I Hereby declare that particular are given above are true to the box of my knowledge.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place: Kolkata Signature