



## CURRICULUM VITAE

**Name:** **MITALI MUKHERJEE**

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### OBJECTIVE

*To create a suitable atmosphere for education in school with motherly affection for every child, in order to prepare them for advancement in life. My area of interest has been pre-primary/primary education and I would be pleased to take up any good opportunity for nurturing the same.*

### EDUCATIONAL QUALIFICATION

EXAMINATION	BOARD/ UNIVERSITY	YEAR OF PASSING	PERCENTAGE/ GRADE
B.A. (Philosophy Hons.)	Calcutta University	1998	Second Class/53%
M.A. (Philosophy)	Jadavpur University	2000	Second Class/50.2%
Nursery Teachers' Training	Lal Bahadur Shastri Educational Institute, Ghaziabad	2009-2010	First Division in both Theory and Practical.
B.Ed.	Maharishi Dayanand University, Rohtak	2014-2015	First Class/65.3%
Pursuing MA in English from IGNOU at present.			

- Advanced level competence in Art and Craft.
- Basic Computer and Internet knowledge (MS Word, MS Excel, MS Powerpoint presentation etc.)
- Languages known: English, Bengali and Hindi ( Read/Speak/Write)

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## PROFESSIONAL EXPERIENCE

- Worked in different play schools (3 years)
- Worked in **J.K.G. INTERNATIONAL SCHOOL** as Art and Craft teacher for classes I-VIII, Indirapuram, Ghaziabad in 2010.
- **Worked in different CBSE schools** as class teacher for pre-primary classes. (3 years)  
  
(**ST. FRANCIS SCHOOL** Indirapuram, Ghaziabad, **VIVEKANANDA GLOBAL SCHOOL** Indirapuram, Ghaziabad, **INDIRAPURAM PUBLIC SCHOOL**, Pratap Vihar, Ghaziabad.)
- **GRACE INTERNATIONAL SCHOOL**, Mominpore, Kolkata from 16<sup>th</sup> April 2018 till December 31 2018 as Coordinator for Pre-Primary and Primary sections.
- **ST. JOSEPH AND MARY'S SCHOOL**, New Alipore, Kolkata from March 16 2019 to October 31 2019.
- **Presently engaged in private tuitions.** (Used to teaching offline as well as online.)

➤ **Role & Responsibilities(during last appointment):**

1. Preparing daily lesson plans to help the children start learning in order to get ready for primary school.
2. Framing educational plans for each day involving groups of children.
3. Preparing creative activities for the children to engage in, such as art and craft, music and imagination for creative learning processes.
4. Monitor the overall development of the children by monitoring progress and making note of the progress of the children.

**STRENGTHS**

- ✓ Team player and ability to lead a team.
- ✓ Vast experience in handling different classroom situations at Pre-Primary and Primary schools.
- ✓ compassion for the children.
- ✓ Easy and interactive way of formatting lesson plans and delivering the same to the children.
- ✓ Good communication skills and adaptability in accordance with the level of understanding of the children.
- ✓ Alert.
- ✓ Creative presentation of the contents which are entertaining as well as educative for the children.

**PERSONAL DETAILS**

- ✓ Citizenship/Nationality : Indian
- ✓ Gender : Female
- ✓ Marital Status : Married
- ✓ Hobbies : Reading, Music, Painting.

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**Declaration**

I, hereby, declare that everything mentioned above is true to the best of my knowledge and belief.

Place: Kolkata

(Mitali Mukherjee)

Date: