CURRRICULAM VITAE

# Arpita Banerjee Roy

|  |
| --- |
| **Contact** |
| Mob: 8582809070, 9674040866Email address: Mailingarpita94@gmail.comAddress: 89B, Sarat Ghosh Garden Road, Surja Apartment. Kolkata – 700031. |

|  |
| --- |
| **PERSONAL DETAILS** |
| Father’s Name : Sanat Banerjee. Husband’s Name : Saptak Roy.Date of Birth : 28th July 1994.Gender : Female.Religion : Hindu.Hobby : To Write and Dancing.Languages Known : English, Hindi and Bengali. Marital Status : Married. |

|  |
| --- |
| **CAREER OBJECTIVES:** |
| * Secure a responsible career opportunity to fully utilize my training and skills, while making a significant

contribution to the success of the institution. |

|  |
| --- |
| **EDUCATION DETAILS** |
| YEAR | EXAMINATION | BOARD/UNIVERSITY |
| 2016 | B.A. in English | C.U. |
| 2012 | ISC | Delhi Board |
| 2010 | ICSE | Delhi Board |

|  |
| --- |
| **WORK EXPERIENCE:*** Worked as a teacher at Oxford High School, Haldarpara, Howrah-711109 from 1/6/2016 - 31/11/2016.
* Worked as a teacher at South End Centre (E.M) School, Howrah-711102 from 08/02/2017 – 30/06/2019.
* Working as a teacher and Pre-Primary Co-coordinator (Nur- UKG) at St. Xavier's High School, Mashila, Paschimpara, Alampur Road, New Kalara, Howrah- 711302 from- 2/4/2022 - Till Date.
 |

|  |
| --- |
| **ROLES & RESPONSIBILITIES :**1. Planning, Preparing & Delivering Lessons and Lesson Plans.
2. Maintaining Class Register.
3. Framing Question Papers.
4. Preparing and Distributing Marksheets.
5. Distributing Daily Homework and Class Work.
6. Encouraging Students to actively take part in the lesson and in other school activities.
7. Assessing student’s behavior and doubts.
8. Encouraging student’s vocabulary, reading and writing skills.
9. Collaborating with staff workers and parents.
10. Holding PTM as per norms and maintaining the class.
 |

|  |
| --- |
| **EXTRA CURRICULAR ACTIVITIES** |
| * Trained in Bharatnatyam form of dance and different types of creative work.
 |

**Date :**

**Sign**

**Place :**