

RESUME

SUSHMITA YADAV

S/O -LATE. SHRI A.N. YADAV

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Pin Code- 462024



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CAREER OBJECTIVE

A responsible position in professional organization where my skill could be effectively utilized in contribution towards the organization and help it to grow using my technical skills and to grow with it.

ACADEMIC QUALIFICATION

EXAM/ DEGREE	YEAR	NAME OF INSTITUTE	UNIVERSITY / BOARD	PERCENTAGE
MBA (Finance & Marketing)	2021	SCOPE COLLEGE OF ENGINEERING	BU	80%
B.COM (Advertisement)	2018	SAROJNI NAIDU GOV. GIRLS P.G (AUTO) CLG	Autonomous	64%
12th Board	2015	SILVER BELLS SCHOOL	MP BOARD	76%
10th Board	2013	VIKRAM HIGHER SEC. SCHOOL	CBSE	64%

TECNICAL SKILLS

- Computer : MS office Basics & Internet

PROFESSIONAL EXPERIENCE:

Kids Atlantis

Pre-Primary Teacher (19th November 2019 to May 2021):-

Work Profile:

- Teaching all areas of the primary curriculum.
- Taking responsibility for the progress of a class of primary-age pupils
- Organizing the classroom and learning resources and creating displays to encourage a positive learning environment
- Planning and presenting lessons that cater for the needs of the whole ability range within the class.
- Motivating pupils with enthusiastic, imaginative presentation
- Maintaining discipline
- Preparing and marking work to facilitate positive pupil development
- Meeting requirements for the assessment and recording of pupils' development
- Providing feedback to parents and careers on a pupil's progress at parents' evenings and other meetings
- Coordinating activities and resources within a specific area of the curriculum, and supporting colleagues in the delivery of this specialist area
- Working with others to plan and coordinate work
- Keeping up to date with changes and developments in the structure of the curriculum
- Organizing and taking part in school events, outings and activities which may take place at weekends or in the evening
- Meeting with other professionals such as education welfare officers and educational psychologists, if required

PERSONAL SKILLS

- Wall painting, art and craft, drawing, dancing
- Fast learner, adapt well changes and pressure in workplace.
- Managing Ability
- Leadership Ability

PERSONAL PROFILE

- **NAME : SUSHMITA YADAV**
- **NATIONALITY : INDIAN**
- **GENDER : FEMALE**
- **DATE OF BIRTH : 07 DEC. 1996**
- **MARITAL STATUS : UNMARRIED**
- **FATHER'S NAME : LATE. SHRI A.N. YADAV**
- **LANGUAGE KNOWN : HINDI, ENGLISH**

PLACE:- BHOPAL

(SUSHMITA YADAV)