

Rituja Mukherjee

Citizenship: Indian ▪ Date of Birth: 06 September 1981

Contact

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Objective: To carve a niche for myself in an intellectually stimulating and challenging environment, where I can effectively utilize my skills, and grow personally and professionally, while contributing significantly to the organization.

Specialization Intermediate Level Proficiency in German Language Completed B2.1, Goethe-Institute Max Mueller Bhawan Bangalore

Work Experience:

1. **Delhi Public School, North Bangalore – May 2019 to March 2021**

- CBSE German Teacher (**5th to 8th Grade**)
- IG Board – International Grade (**1st to 8th Grade**)

Teaching Students Online & Offline (German; English, Social science & Creative Writing)- April 2021- Present

2. **Standard Chartered Bank**

Full Time Customer Service Officer – Consumer Banking May 2007 to July 2009 ✓ Managing a team of 3 members for SME, Customer On-boarding, Mortgage, Investments and Banking ✓ Creating Daily / Weekly / Monthly reports on team productivity – sent to Regional Heads – Pan India ✓ Coordination with the Regional teams for project execution and specifics ✓ Coordinating trainings for new hires and juniors on the Consumer Banking streams ✓ Resolution and handling of customer queries & escalations

Recognitions:

- **Awarded A-1 rating for outstanding contributions and exceptional performance, 2007**

Education:

- **B.Ed** (Subject: English & SST) Singhania University **2020-2022**
- Completed B2.2, **Goethe-Institute** Max Mueller Bhawan Bangalore **2018**
- **Master of Arts (MA) – International Relations** Jadavpur University, Kolkata, WB **2002- 2004**
- **Bachelor of Arts (BA) – Political Science** Jadavpur University, Kolkata, WB **1999- 2002**

Activities and Interests

- **Computers** Keeping acquainted with the latest MS Office tools
- **Music** Listening to Music; learned Rabindra Sangeet
- Have participated in **German Workshops** conducted by DPS East and North

- Have assisted Students for Interhouse Dance & Singing Competition.
- Have assisted Students in Hobbies like Cooking & Craft works.

Language

- English
- Bengali
- Hindi
- German