

CURRICULUM VITAE

Prathima Raju

No. 301, Aarushi Nilaya,
Satyamurthy Road near
Usha Hospital, Bangalore
560084

Ph.8341052018
Email-rprathimaraviraj@gmail.com

CAREER OBJECTIVE

To secure a coordinator position, where I can apply my organizational skills, leadership acumen, and passion for education to facilitate the efficient operation of academic programs. Dedicated to fostering collaboration among educators, students, and parents to create an environment that nurtures both academic excellence and personal, social and emotional growth.

AMBITUS WORLD SCHOOL (2020 till date) **(CAIE) – Pre-primary coordinator and mentor**

- Curriculum development and execution
- Ensure accuracy of student information and mark capturing on academic management system
- Manage the academic performance of academic staff and the learners' progress and perform other duties and responsibilities that management may deem necessary from time to time
- Participate in or lead academic workshops as assigned by the Academic Manager
- Plan, design, coordinate, and assist with a range of programs and services related to tutoring, supplemental instruction, enrichment programs, and/or group study programs

SANCTA MARIA INTERNATIONAL SCHOOL (2019-2020) **(CAIE)- English Teacher**

- Curriculum development and execution
- Facilitating hybrid classroom model.
- Planning and preparing materials for daily instruction
- Additional responsibilities like handling the curriculum and managing the daily online plans for grade I, II and III English

SILVER OAKS INTERNATIONAL (2017-2019)

(IB)-Home room teacher

- Planning and preparing materials for daily instruction
- Decision making
- Organizing and planning
- Use best practices, including differentiation with instructional technology and other techniques, to execute engaging instruction at a level rigorous for all students

CHRISTEL HOUSE INDIA (2013-2017)

(CBSE)-Home Room Teacher

- Assist in selection of books, equipment, and other instructional materials
- Develop and plan creative teaching and learning activities
- Perform all tasks and duties as assigned
- Think proactively
- Make decisions

EDUCATION

Institution Name and Board	Year of Passing
The Teacher Foundation Course Ulsoor, Bangalore	2016 (6 months course)
BISHOP COTTON WOMENS' CHRISTIAN COLLEGE (Bangalore University) Mission Road, Bengaluru B.Sc. Physics, Math and C. Sc	2010-2013
SOUTH EAST ASIAN PU COLLEGE Ayyapanagar, Bengaluru PUC- Physics, Math, Chemistry and Biology	2007-2010
ST. JOSEPH'S GIRLS HIGH SCHOOL Promenade Road, Bengaluru SSLC board	2006

Skills

- Adaptability
- Attention to detail high work standards Confers with parents, administrators, specialists, mental health staff, and appropriate resource staff to develop educational programs for students
- Create learning materials geared to students' abilities and interests
- Flexibility
- Instructs students by using educational strategies and techniques to improve perceptual motor development, perception, memory language, communication skills, cognition, social, and emotional development

Personal details

Name:	Ms. Prathima R
Date of Birth:	29*08*1990
Marital Status:	Married (one child)
Educational Qualification:	B.S.C. (Bishop Cottons Women's Christian College)
Professional Experience:	9+ years of teaching and coordinating experience
Residential address:	Prathima Raju No.301, Aarushi Nilaya, Satyamurthy road, near Usha Hospital , Kamanahalli Bangalore 560084 Ph. 8341052018 Email.rprathimaraviraj@gmail.com

Declaration:

I hereby declare that the information furnished above is true and correct to the best of my knowledge and belief.

Place:

(PRATHIMA R)