

Amrita Das

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Tindlu Village, Chikka Tirupati Road, Sarjapur, BL'ore-562125
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Career Objective:

Creative and resourceful art teacher trained in a variety of media with experience of teaching Fine art and Craft, Hindi, Computer Science and creating inter-disciplinary and open-ended lessons. Proven ability to maintain a highly motivated and well-disciplined classroom. Ability to foster student creativity and motivation by using positive reinforcement to ensure each child succeeds and feels confident in their own abilities.

Summary of Skills:

- Certified Fine Arts professional from Pracheen Kala Kendra, Chandigarh
- Drawing, Painting for various school activities like Festival Celebrations, Special Days, Student activities
- preparing bulletin boards for various events and celebrations.
- Assembly in-charge of school
- Experience of teaching Hindi and Computer science to students of Primary 3rd Standard
- Ability to teach using educational software and assign projects to students
- Experience of classroom and computer laboratory management
- Ability to keep records of grades, and maintain details of student details
- Strong grasp of current Hindi teaching practices
- Extensive personal experience with the Hindi culture
- Ability to select appropriate classroom materials
- Extraordinary language teaching abilities
- Remarkable written and verbal communications skills
- Fluent in English, Hindi, Bengali and Odia

Work Experience:

1. Hindi Teacher

New Oxford School, Sarjapur, BL'ore-560016
June 2022 – April 2023

- Currently working as a Hindi Teacher for Class(4&5) and a Class Teacher of Grade 5
- Assigning, assisting, and grading students on Hindi Subjects
- Set up classroom debates and oral presentations to encourage use of language skills.
- Prepared tests and quizzes to track progress and provided individual feedback.
- Prepared classroom lectures and engaging activities to encourage participation.

- Monitoring, assessing, and documenting student progress
- Presenting study materials to students and maintaining professional teaching environment

2. **Art & Craft Teacher**

Narayana e-Techno School, Ramamurthy Nagar, BL'ore-560016

June 2022 – April 2023

- Planning and providing Art lessons to students and holding practical sessions in the class instantly
- Assigning, assisting, and grading students on art and craft projects
- Set up classroom debates and oral presentations to encourage use of language skills.
- Prepared tests and quizzes to track progress and provided individual feedback.
- Prepared classroom lectures and engaging activities to encourage participation.
- Monitoring, assessing, and documenting student progress
- Presenting study materials to students and maintaining professional teaching environment
- Teaching computer fundamentals and laboratory exposure to students
- Ordering and maintaining Art & Craft materials and supplies

Other Experiences:

Jul'11-May'13: SVCN College, Balasore, Odisha as Guest Faculty Member (Part Time)

Role:

- Interacted with students to build an environment that maximizes student learning
- Responded to the queries in a spontaneous manner, marked assignments/tests and kept up to date with curriculum changes and assessment methods
- Evaluated performances and imparted training & career development measures for accomplishing greater operational efficiency

Jan'12-Mar'13: NIIT, Balasore, Guest Faculty Member

Role:

- Taken lectures on Financial Accounting
- Trained students by gaining high exposure in the field of finance

Education:

- Master's Degree in Business Administration, ICFAI University, KOLKATA, WB, 2009
- Bachelor's Degree in Business Administration, Fakir Mohan Automation University, Balasore, Odisha, 2006
- I Com. 12th from Fakir Mohan College, Balasore, Orissa Board in 2003

- 10th from Notre Dame Academy, Jamalpur, Bihar CBSE in 2001
- Diploma in Software Management from Aptech in 2005
- Diploma in Fine Arts, Pracheen Kala Kendra, Chandigarh

Personal Details:

Date of Birth: 3rd February 1985

Father's Name: Anil Kumar Das