

Upasana Priya

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Career Objective

To attain a teaching position where I get opportunities to make learning joyful, innovative and engaging, foster creative thinking skills along with personal and social development. I look forward to an institution where I can be a learner as well and enhance my self growth and teaching capabilities.

Professional / Teaching Qualification

- Rich teaching experience of more than 4 years as Primary and Pre-Primary Teacher.
- Broad understanding of Child Development in areas of physical and motor development, speech & language development, social and emotional development, and cognitive development in children aged between 3-14 years.
- In-depth knowledge of the subject pedagogy and lesson planning in Mathematics, English language, social activities, creative activities, performing activities and play activities.
- Thorough understanding of Child-Centered Curriculum in areas of curriculum principle and planning, effective lesson planning, quality adult-child interaction etc.
- In-depth knowledge of Primary and Pre-Primary Administration in areas of school infrastructure, classroom management, playground management, staff management, resource management.
- Broad understanding of Children With Special Needs (CWSN) and capable of recognizing children suffering from learning disability, behavioral problems, physical and health impairments.

Work Experience

October 2021 – Present

Primary Teacher (PRT), Saandeepani Academy for Excellence, Sompura gate, Bangalore.

Role and Responsibilities as Class teacher

- Worked as Class teacher for one of the sections of Grade 1 and handled the responsibility of 25 children including children with special needs.
- Created effective lesson planning for execution of classroom management and conducted sessions of teaching Life-skills, Mindfulness Skills, General knowledge etc.
- Created lesson plans and executed Project-based Learning by exploring themes like Sustainable Development Goals.
- Trained children in singing, dance, drama and sports for special events including School Annual Day and Sports Day.
- Prepared anecdotes based on general observation of each child on a regular basis and worked on their Social Behaviour and Emotional Development Skills.
- Organized and successfully conducted Parent-Teacher meetings from time to time.

Role and Responsibilities as Maths teacher

- Created effective lesson planning for topics based on the “Concrete to Abstract” approach which includes planning hook activity, main activity, activity discussion, general discussion, higher order thinking skills and recapitulation followed by assignments.
- Played an integral role in the School Curriculum Planning by creating assignments worksheets, block assessment worksheets and portfolios based on the “Foundational Literacy and Numeracy” guidelines of CBSE.
- Introduced innovative methods of Hands-on learning using Jodo Gyan materials, classroom resources and natural surroundings.
- Worked on the remedy teaching for students facing challenges in certain mathematical concepts.
- Participated in numerous online workshops of CBSE, Nishtha (NCERT), and Diksha (Ministry of Education).
- Participated in face to face workshops of Maths Pedagogy Practices organized by the Department of Education, Azim Premji University, Bangalore.

May 2018 – March 2020

Pre-Primary Teacher, Little Elly Singasandra, Bangalore.

Role and Responsibilities

- Worked as class teacher in Nursery and handled up to 25 children per year.
- Created effective lesson planning for execution of classroom, Montessori and play activities.
- Conducted classroom activities, including reading and writing sessions for English Language, Mathematics, Poetry, Story-telling, and Art/crafts.
- Conducted Montessori activities which included hands-on activities related to physical and motor development, hand-eye coordination and general understanding of physical nature of environment.
- Trained children in singing, dance, drama and sports for special events like School Annual Day and Sports Day.
- Created multiple teaching aids for children, such as puppetry, number cards, alphabet cards, shape cards, color cards, introduction chart of topic of month, theme boards and take-aways.
- Organized and successfully conducted Parent-Teacher meetings from time to time.
- Actively participated in all kinds of social activities, special day celebrations, meetings and In house training of the school.
- Was also a member of the decision making and business development committee of the school for the year 2019-2020.

November 2016 – December 2017

Inside sales executive, eDominator Systems Pvt Ltd., Bangalore

Role and Responsibilities

- Worked as Learning Consultant and was engaged in end-to-end marketing.
- Performed first level research for creation of database.
- Made strategies and its implementation in marketing and selling.
- Dealt with clients, understood their requirements, delivered the service and closed the deal.
- Maintained customer relationships and dealt with issues post-delivery.

August 2013 – September 2014

Business Development Executive, HBJ Capital Pvt Ltd., Bangalore

Role and Responsibilities

- Worked as Investment Advisor and provided advisory services to customers regarding equity investments in the share market.
- Successfully achieved monthly targets by selling the services to the clients.
- Maintained customer relationship management by handling the data - base of clients and solved their queries about the service.
- Actively participated in recruitment of new trainees as sales personnel.

Academic Qualification**2021-2023 Bangalore Central University, Bangalore**

B.ed (Maths and English)

Result: 9.18 (CGPA)

Internship

- **Pre-Internship:** During this phase of 4 weeks in 2nd semester, I was exposed to various teaching skills to ensure an understanding of the teaching-learning pedagogy and was actively engaged in the practice of teaching skills and its integration.
- **School Internship:** During this phase of 10 weeks in 3rd Semester, I was engaged in various curricular and co-curricular activities like planning and teaching (20+20) lessons in each pedagogy subject of Maths and English in Grade 8th and 9th, administration of achievement tests,

remedial teaching, participation and organization of various activities, observation of records maintained in the schools etc.

- **Post-Internship:** During this phase of 8 weeks in 3rd Semester, I was exposed to other added experiences like community based activities, visits to special schools, review of textbooks etc.

2018-2019 Symbiosis Centre for Distance Learning, Pune.

Post Graduate Diploma in Pre-Primary Teachers Training (PGDPTT)

Result: 83.67%

Courses included: Child development I & II, Early Childhood Curriculum I & II, Pre Primary School Administration, Children with Special Needs

Projects/Internship

- The practical part of projects were conducted in Little Elly pre-Concept school, Singasandra, Bangalore under the supervision of experienced teachers.
- Prepared a School Observation report based on my observation of the set –up of the school, daily planning, activities performed in the school, teaching methodologies following remarks and suggestions.
- Planned and conducted lessons on mathematics, English language, general science, action songs, calendar songs, number songs and story-telling in lower KG, upper KG and nursery class.
- Prepared a case- study on the overall development of a pre-primary student based on my observation of 3 weeks which included her social development, cognitive development, emotional development, physical-motor development, speech and language development.
- Prepared work sheets for nursery class students based on mathematics, English language and general knowledge.
- Prepared assignments of several teaching and learning activities like join the dots, story chart preparation, crayon painting, collage making, vegetable printing and rangoli making.

2011-2013 Birla School of Management, Kolkata.

Master of Management (MMA) in Retail management and Agricultural Business Marketing

Result: 7.97 (CGPA)

Projects/Internship

- Worked on the dissertation report on the impact on Consumer Purchase Behavior through customer loyalty programs in the organized retail outlets at Kolkata.
- Actively participated in the debate in Media Seminar OUTLOOK 2012 on “Ethics in Advertising”.

- Frequently worked in small groups to carry out projects; for example, conducted a qualitative comparison of the selling strategies of Moser Baer and Sony (CDs, DVDs and Pen drive).

2007-2011 Sam Higginbottom Institute of Agriculture, Technology and Sciences, Allahabad

B. Tech in Electronics and Communication

Result: 8.62 (CGPA)

Projects/ Internship

- Worked on the project report on “Microprocessor based Alcohol Tester (Breath Analyzer)”.
- Received a one month’s vocational training in basic techniques of “Television Production & Transmission” at Doordarshan Kendra, Patna.
- Received ten days vocational training in “Mobile Switching Centre” at BSNL, Patna.

2006 DAV Public School, Khagaul, Patna

PCMB

12th Result: 64.8% (CBSE)

2004 DAV Public School, Khagaul, Patna

10th Result: 89.4% (CBSE)

Key Skills

- Excellent verbal and written communication skills.
- Confident, articulate and professional speaking abilities.
- Excellent presentation and negotiation skills.
- Hardworking, patient and multitasking.
- Can engage easily with young children.
- Good at drawing..
- Good at singing and dancing.

Software Skills

MS Office: MS Word, MS power point

Extra Co-curricular Achievements

- Organized and actively participated in debates, sport, music, dance and painting competitions in school and college.
- Was college Cultural Secretary for 2 years.

Interests

- Reading Hindi, English and Maithili literature.
- Writing stories in Maithili language (few of them have been published in local magazines).
- Singing, dancing and listening to music.
- Love cooking Indian traditional dishes.
- Travelling to new places.

Personal Information

- Can speak, read and write fluently in English, Hindi and Maithili. Learning Kannada.
- Married.