

Manjunatha BN

❖ NERNAKALLU, CHINTHAMANI (Tq), KA 562125. PH: 9902766512, manuindian1987@gmail.com

-----Summary-----

Adaptable, energetic professional seeking an opportunity in a school environment. Significant experience in corporate & school teaching, training, management and human resource. Service oriented and eager to learn and expand knowledge in new areas.

-----Highlights-----

- ❖ Excellent presentation skills
- ❖ Performance -Driven
- ❖ Highly Detailed Oriented
- ❖ Motivated Team Player
- ❖ Seeking to Empower Others

-----Experience-----

❖ Head Master for Primary Rashtrottana Schools

4/2022 to 2023

- Help and guide teachers to promote their professional growth.
- Communicate and reinforce school values, beliefs and objectives frequently to staff, students and parents.
- Encourage opportunities for communication between and among staff, students and parents through regular meetings.
- Motivate, guide and supervise the work of the teaching staff of the school.
- Preparation of the School timetable, allocation of duties

❖ Assistant Head Master for Primary Narayana Public School

1/2020 to 4/2022

- Empowerment of staff, students and parents of his/her particular section of the school
- Monitor staff attendance on a monthly basis.
- Preparation of the School timetable, allocation of duties and teaching load of the teachers in his/her section
- Conducting of School and Board examinations.
- Promotion and detention of students in his/her section, in consultation with the Principal.
- Discipline in his/her particular section of the school, in consultation with the Principal.
- Supervise classroom teaching and secure co-operation and coordination amongst teachers of the same subject areas as well as inter subject co-ordination.
- Plan and specify a regular timetable for the scrutiny of student's written work and home assignments and ensure that the assessment and corrections are carried out effectively and on time.
- Reporting of maintenance needs in his/her section of the school plant to the Principal

❖ Associated Training Partner,
Flipkart India Pvt.Ltd

07/2018 to 1/2020
Bengaluru KA

- Coordinating with operational managers to identify training needs and mapping development planes for teams.
- Conduct the trainings and assessments.
- Maintain the training records and updating database.
- Maintain the updated curriculum database and training records.

❖ Associated trainer,
Hyva India Pvt.Ltd

7/2017 to 6/2018
Bengaluru KA

❖ PRO (People Relationship Officer)
IICRT – Indian Institute of Corporate Recruitment and Training

06/2014 to 6/2017
Bengaluru KA

Accomplishments

- Oversaw the 850 children over the course of 4 years.
- Attained best teacher of the year 2019 & 2020

Education

Bengaluru City University
Batchelor of Arts (Current)

Bangalore University
Devangha Sangha First Grade College
Batchelor of Commerce

Bangalore University
Nanjamma Training Institute
Diploma in Education – (primary teacher training)

Address

Full Name : Manjunatha B N
Father's name : Narayanaswamy
Date of Birth : 03/07/1987
Nationality : Indian
Hobbies : Listening Music, Traveling.
Languages Known : Kannada, English, Telugu & Hindi

DECLARATION

I hereby declare the best of my knowledge and belief that the information given above is true and correct .If given me an opportunity to work in your organization, I will put my best effort.

Place – Bengaluru

YOUR'S TRULY

Date -

(Manjunatha BN)