



jancyp15@gmail.com



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Varthur, Bangalore,
India 560087

EDUCATION

Bachelor of Arts

Global Shiksha Institute,
Bangalore. (Singhania
University)

Diploma in Computer Science & Engineering

Sri Raghavendra
Polytechnic College,
Namakkal.

X (CBSE)

Madhakondapalli Model
School, Hosur.

JANCY PRABHA N

PROFESSIONAL SUMMARY

Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

SKILLS

- EffectiveTeacher
- Expert in CRM, MS Word, Excel & Powerpoint
- ProgrammingLanguages: Basics of C and Java
- Packages: Microsoft Office, Microsoft Excel; Power Point; etc
- Good inMultitasking

WORK HISTORY:

The Prodigies International School (CBSE) VARTHUR.

Currently working as Pre Primary Teacher.

June 2019 - June 2022

VIBGYOR High School (ICSE) - Fitness & Games Coach , Bangalore.

- Executed effective fitness classes for Grade 1 and Grade2.
- Executed fun-filled Virtual fitness classes for Grade 1 to Grade10.
- Maintained energy and enthusiasm in fast-paced environment.
- Communicated the progress of each ward to their parents.
- Participated in team-building activities to enhance working relationships.
- Maintained excellent attendance record, consistently arriving to work on time.
- Received and processed stock into inventory management system.

LANGUAGES

English:

Bilingual or Proficient

Tamil:

Bilingual or Proficient

Kannada :

Bilingual or Proficient

Telugu:

Advanced

Malayalam:

Advanced

Additional Qualifications :

- A Sensorial Approach to Montessori Teaching
- Web Designing from 360solutions

HOBBIES

Travelling, Running, Listening to Music, Reading Books & Gardening.

- Assisted in conducting Summer Camps (Swimming)

June 2018 - June 2019

India International School (IB) - Sports Coordinator, Bangalore.

- Monitored coaches for performance, professionalism and service quality.
- Conducted Inter school Aquatic & Cricket (CISCE) Championship
- Under my responsibility students participated in National Level Cricket Under 19 Category representing Karnataka region
- Allocation of activity for students and conducted Interhouse Competitions and Inter School Competitions
- Arranged transportation for Students to participate in games, tournaments and other events.
- Resolved Tickets raised by Parents and was responsible in corresponding Emails
- Performed inventories on sports equipment and ordered more & made repairs.

May 2017 - September 2017

Oakridge International School (IB) - PE Teacher, Bangalore.

- Taught physical education classes covering exercise strategies, sports and safety based on the curriculum.
- Assessed student physical activity and adjusted objectives according to successes.
- Conveyed health and well-being concepts beyond physical fitness.
- Kept classroom environments consistent and focused on learning by establishing and enforcing clear objectives.

June 2016 - April 2017

MVJ International School (CBSE) - PE Teacher (Part Time), Bangalore.

- Carried out day to-day duties accurately and efficiently.
- Demonstrated respect, friendliness and willingness to help wherever needed.
- Worked to maintain outstanding attendance record, consistently arriving to work ready to start immediately.

PERSONAL INFORMATION

Name :
Jancy Prabha N

D.O.B :
15th July 1988

Blood Group :
O+ve

Marital Status :
Married

Husband's Name :
Akil Chandran

Passport Number &
Validity:
M3222731 / 28th Oct
2024

June 2015 - June 2016

Y- Cook India Pvt Ltd - System Administrator, Bangalore.

- Worked with users to determine areas of technology in need of improved usability.
- Completed reports detailing network and systems performance and downtime issues.
- Provisioned new software and hardware for use, following established security policies.
- Designed proactive preventive maintenance schedules to prevent unnecessary downtime and hardware faults.
- Installed important security and functionality patches to maintain optimal protections against intrusion and system reliability.

February 2013 - June 2015

Fitkids Education And Training Pvt Ltd - PE Teacher, Bangalore.

- Executed Fitness classes based on LEAP START curriculum
- Conducted Annual Sports Day in Differently Abled School (APD)
- Assessed student physical fitness levels and adjusted objectives according to successes.

April 2012 - February 2013

Nightingales Medical Trust - RRTC Project Coordinator, Bangalore.

- Coordinated presentations for NGO and project members to detail project scope, progress and results.
- Executed Basic Computer Classes for Senior citizens
- Prepared meeting agendas and minutes for distribution and record keeping.

SPECIAL ACHIEVEMENTS

- Participated in 33rd Senior National Level Throwball Championship 2010
- Recognition Certificate in selection Trail Competitions (ATHENS PARALYMPIC GAMES 2003)