

Education

2013

MCA (Masters in Computers Applications)

Kurukshetra University, Haryana

2009

B.Sc IT (Bachelor of Science in Information Technology)

Hindu Kanya College, Kapurthala

Affiliated to Gurunanak Dev University Amritsar

2006

10+2 (In Arts Stream)

Hindu Kanya College, Kapurthala

Affiliated to Gurunanak Dev University Amritsar

2004

10th

D.A.V Model High School, Kapurthala

Punjab School Education Board, Mohali

Subject Skills

- Operating systems - Windows XP/Vista/2007/2008/2010/2011.
- Languages - C / C++ / HTML / PL SQL / VB 6.0 /Python / Scratch 3.0 / Scratch Jr.
- Databases - RDBMS / MS Access / Oracle 8i,9i,10g
- Software Packages - MS Office 2000/2003/2007/2008/2010/2013/2016/2019

Certification

- Onehourcode Certification
- MIE 2022 Badge
- MIEE certification and Badge 2022-23 an 2023-24
- Microsoft Badge in keeping students engaged: Build strong Student/teacher connections in a remote learning environment.
- Microsoft Badge in Creating Best Strategies for Hybrid and remote learning.
- Badge for coding in Minecraft.
- Badge for Transition of python in minecraft.
- Working with Flipgrid

Accomplishments

- Selected as MIEE(Microsoft Innovative Education Expert) for the year 2022-23 and 2023-24 By Microsoft.
- Certified by (Science Olympiad Foundation) for conducting Olympiad Exams in school and for invigilation in the ISSO exam.

Expertise

- Designing
- Class instructing
- Lesson presentation development
- Homework setting and marking

Kritika Greza

Teaching Professional

Microsoft Innovative Education Expert 2023-24



Phone

7259777883

Email

just.chill88@gmail.com

A Self-motivated, Responsible, trustworthy educator with a dedicated work ethic, passionate about delivering outstanding quality and service. Offering 9 years of experience in teaching industry with a history of recognition for performance.

Experience (Total:9 years)

Event Coordinator and ICT Educator , July 1 2023 - Till Date
TCIS The Cambridge International School, Bangalore

Handling the post of an Event Coordinator from AY-2023 till Date

AS EVENT COORDINATOR:

- Designing School Circulars, E-Cards, Invites, and certificates for various events.
- Handling the School Clubs and working with School Committees.
- Actively participated in curriculum planning/events planning.
- Designed various formats like (Year calendar, Teacher daily handbook, lesson plan formats, academic year plan formats)
- Working actively in the preparation and publishing of the School's monthly Newsletter.

AS ICT EDUCATOR:

- Teaching Computer science from Grades 5 to 8(Languages: Scratch 3.0, HTML, Python)
- Teaching Information Technology(Code -402) from Grades 9 to 10

ICT Educator , Jan 20 2022 - June 30 2023

TCIS The Cambridge International School, Bangalore

- Worked as SOF, Olympiad school coordinator from AY-2022 to AY-2023.
- Worked as house mistress for the AY 2022-23
- Single-handedly designed and published the school E-magazine 2023.
- Participated actively in all school events.
- Kept students engaged throughout lessons by creating educational and inspiring lesson plans
- Maintained long-lasting student relationships by acting as a counselor, as well as providing emotional and educational support.

Research Facilitator(R & D Department), May 5 2021 - Jan 15 2022

Vagdevi Vilas School, Bangalore

- Active Participation in Activity-based learning.
- Handled Grade 1,2,3 math Lab activities.
- Handled Grade 1,2 Science Activities.
- Taught ("C" Programming Language) to Grades 6 and 7.

Math & Computer Teacher, May 16 2019 - April 10 2021

Vagdevi Vilas School, Bangalore

- Handled the responsibility of the Class Teacher for Grade 2.
- Taught Math to Grades 1 and Grade 2.
- Taught Computer fundamentals and Computer science Theory as well as Practicals from Grade 6 to Grade 8.
- Taught Dance to grade 2 and 3 students for Children's Day.
- Identified student potential and varying learning needs to ensure all students received high-quality education and access to resources.
- Collaborated with teachers to understand and improve classroom conditions.
- Worked with parents and staff to improve student behavioural and learning issues of children.

Math & Computer Teacher, May 18 2015 - April 07 2016

Glentree Academy, Bangalore

- Handled the responsibility of a Class Teacher for Grade 2.
- Taught Math to Grades 1 and Grade 2.
- Taught Computer fundamentals and Computer science from Grade 1 to Grade 10.
- Handled Computer Practicals from Grade 1 to Grade 10.
- Participated actively in each given responsibility/activity and worked with great dedication.
- Worked as an event in charge, two times a year. Organized two different events "Children's Day" and "Ethnic Day."
- Designed a Calendar of events/ceremonies and celebrations for the complete academic year, wherein, dates for Festivals, Holidays(RH/GH), Inter house events and assemblies, National / International Days and celebrations, Trips (kindergarten to grade 10), Various clubs events, Graduation Days, Vacations, FA/SA exam dates, etc. had been mentioned.
- Got the chance to prepare the presentations for UKG and Grade 10 on their auspicious day i.e. Graduation Day.

Computer Lab Instructor, July 19 2010 - Feb 29 2012

Hindu Kanya College, Kapurthala, Punjab

- Taken 'Theory' as well as Practical lectures for DCA (Full Time / Part Time).
- Handled Software Projects of BCA-III and B.Sc. IT- III-year students.
- Maintained the Hardware and Software of the Computer Labs.
- Participated in each activity of the Department.

Computer Teacher, Apr 27 2009 - July 17 2010

K.R.J. D.A.V. Sen.Sec. School, Kapurthala, Punjab

- Handled the responsibility of a Class teacher for grade 2
- Taught classes 5th to 10th Computer Fundamentals.
- Taught std 11th / 12th Informatics Practices.
- Worked as an Activity In-charge during the job.
- Prepared the students for the Zonal level Youth Festival (Rangoli making, Skit, Fork Dance, Greeting Card Making, etc.)
- Managed Various activities during the Annual prize Distribution Function.
- Prepared Students for Western Dance on 15 August (Independence Day).
- Communicated positively and professionally with staff and pupils, leading by example in delivering school values.

Co-curricular Activities

Western Dance, Folk Dance, Singing, Acting (Skit, Choreography), Quilling.

Achievements During Studies

- Awarded with GARGI AWARD for standing 1st in consecutive 3 years (B.Sc. IT 1st yr./2nd yr./3rd yr.) in 2009.
- Placed 2nd in college in 10+1.
- Selected as Vice President for the Department of Computer Science & IT in B.Sc. IT -III year.
- Attained First Position in Inter College Quiz Competition in the year 2009.
- Achieved First Position in Inter College Choreography Competition in the years 2007, and 2008.
- Participated in various Co-curricular activities in college and school like Dancing, Singing, and Acting.
- Handled the post of Head Girl in std 10th.
- Stood 3rd in inter College Basket Ball championship.
- Achieved many prizes in scholastic and co-scholastic activities in school.