



UPASANA DEKA

Candeur Signature Apartment, Varthur, Bengaluru, Karnataka, 560078.

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OBJECTIVE:

Passionate and dedicated educator with 6 years of experience seeking a teaching position at School. Committed to creating a positive and inclusive learning environment where every student can thrive academically, socially, and emotionally. Utilizes innovative instructional methods to engage students and foster a love for learning.

EDUCATION:

- Master in Arts (MA) in Education from IGNOU, Guwahati, [Year- 2019]

- B. Ed, Bangalore North University, [2021]

EXPERIENCE:

The Cambridge International School, Bengaluru, India.

Pre-primary teacher.

07/2022 – 07/2023

- Worked as a pre- primary class teacher (HRF.).
- Educated students in foundational concepts such as shapes, numbers and letters.
- Applied play-based strategies to provide diverse approaches to learning.
- Gave one-on-one attention to children while maintaining overall focus on entire group.
- Monitored students' academic, social and emotional progress and recorded in individual files.
- Developed weekly lesson plans and activities to engage children and promote learning.
- Maintained fun and interactive classroom to help children safe.
- Addressed behavioural and learning issues with parents and daycare management.

Narayana E-Techno School, Bengaluru, India.

Primary Teacher, 10/2021 – 06/2022

- Worked as a Grade 3rd class teacher.
- Cultivated a positive classroom environment by promoting respect, empathy, and student collaboration.
- Implemented various instructional strategies, including cooperative learning, project-based learning, and technology integration.
- Developed and implemented Individualized Education Programs (IEPs) for students with special needs, ensuring their success in inclusive classrooms.
- Collaborated with parents and guardians to communicate student progress and address any concerns or challenges.
- Organized and supervised extracurricular activities, such as field trips and after-school clubs, to enhance student engagement and social development.

Down Town Public School, Guwahati, Assam.

Primary Teacher, 07/2015- 03/2019.

- Communicated frequently with parents. Students and faculty to provide feedback and discuss instructional strategies.
- Worked cooperatively with other teachers, administrators and parents to help students reach learning objectives.
- Graded and evaluated student assignments, papers and coursework.

DISCOVERY KIDS MONTESSORI PRE-SCHOOL - Guwahati, INDIA.

Pre-primary teacher, 01/2014 - 01/2016.

- Gave one-on-one attention to children while maintaining overall focus on entire group.
- Organized and facilitated monthly parent support group meetings.
- Applied play-based strategies to provide diverse approaches to learning.

SKILLS:

- Strong knowledge of [Subject/Grade Level] curriculum standards and instructional best practices.
- Proficient in educational technology tools, including learning management systems, interactive whiteboards, and multimedia resources.
- Excellent communication and interpersonal skills, fostering positive relationships with students, colleagues, and parents.
- Ability to effectively manage a classroom, maintain discipline, and create a safe and inclusive learning environment.
- Strong organizational and time management skills, ensuring lessons, assessments, and administrative tasks are completed efficiently.

CERTIFICATIONS:

- Diploma in computer application.
- Advanced diploma in Montessori Teacher Training.

HOBBIES:

- Art & craft.
- Cooking.
- Travelling.
- Listening to music.

PERSONAL DETAILS:

Gender: Female.

Nationality: Indian.

Marital status: Married.

Religion: Hindu.

DECLARATION:

I hereby declare that all the above information is true to the best of my knowledge.

Place: Bengaluru

Signature

Date:

Upasana Deka