

Kavitha N

Villa No. 107, Himagiri Urban Woods,
Mahalchowdenahalli, Sarjapura,
Bengaluru - 562125

Mobile: +91 8951110733

Husband Mobile: +91 9743149942

Email: kavithagirish26@gmail.com

Career Objective

To work in a competitive environment on challenging assignments in an organization that requires highly motivated individuals and fully utilizes my technical and analytical skills

Educational Qualification

Course	College
BSc (CBZ)	AVK College for women, Hassan
B.Ed (Chemistry, Biology)	Hasanamba college of Education, Hassan

Clinical Data Management (CDM) Course

Completed CDM course from Jun to Jul 2020 on PG Diploma in Clinical Data Management (CDM)

Current Organization

New Oxford School Sarjapura, Bengaluru: Head mistress (May 2023 – Present)

Currently, working as head mistress in New Oxford school, Bengaluru overlooking pre-primary and primary school teachers.

Professional Experience

Golden Public School, Hassan: Science and Mathematics Teacher (June 2005 to April 2006)

I have worked as an assistant mistress in Golden Public School, Hassan and have taught Science and Mathematics to students of state syllabus for a year.

New Pioneer Public School, Bengaluru: Science and Mathematics Teacher (June 2006 to April 2008)

I have worked as an assistant mistress in New Pioneer Public School, Bengaluru and have taught Science and Mathematics to students of state syllabus for 2 years.

VSS International School, Bengaluru: Science and Mathematics Teacher (May 2008 to April 2012)

I have worked as an assistant mistress in VSS international School, Bengaluru and have taught Science and Mathematics to students of CBSE syllabus for 4 years.

Modern Public English School, Bengaluru: Science and Mathematics Teacher (June 2012 to April 2014)

I have worked as an assistant mistress in Modern Public English School, Bengaluru and have taught Science and Mathematics to students of state syllabus for 2 years.

Geetanjali Olympiad School, Bengaluru: Science and Mathematics Teacher (May 2014 to April 2016)

I have worked as an assistant mistress in Geetanjali Olympiad School, Bengaluru and have taught Science and Mathematics to students of CBSE syllabus for 2 years.

CMR Gandhi Public School, Bengaluru: Science Teacher (May 2022-Apr 2023)

I have worked as an assistant mistress in CMR Gandhi Public School, Bengaluru and have taught Science to students of CBSE syllabus for 1 year.

Work Profile

- Teaching Science and Mathematics (Academics)
- Conducting Science and Mathematics Workshop
- Conducting Parent-Teacher meetings
- Marksheet Preparation
- Involving students in extra-curricular activities
- Involved in organizing various programs for the school
- Anchored many programs of the school
- Timetable preparation for pre-primary and primary school teachers
- Boosting the moral of school teachers
- Involved in watching the demo and selection of new teachers

Technical Skills

- Windows 7, Windows 10
- Microsoft Office 2016 which includes Outlook, Word, Excel and PowerPoint

Personal Information

Gender	Female
Marital Status	Married
Nationality	Indian
Languages	English, Hindi, Kannada (Mother tongue)
Alternate E-mail ID	girisharamaiah@gmail.com

Date:
Place: Bengaluru

Kavitha N